

# Ancillary Appropriations

## Department Description

## Ancillary Appropriations Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 116,739	\$ 114,734	\$ 465,108	\$ 0	\$ 0	\$ (465,108)
<b>State General Fund by:</b>						
Total Interagency Transfers	192,316,910	251,851,762	251,851,762	266,094,565	265,557,238	13,705,476
Fees and Self-generated Revenues	883,543,454	968,480,630	968,729,510	1,088,098,421	1,088,650,554	119,921,044
Statutory Dedications	39,135,033	89,000,000	89,000,000	89,000,000	89,000,000	0
Interim Emergency Board	55,135	0	0	0	0	0
Federal Funds	8,279,604	8,264,729	9,347,359	8,283,569	8,335,317	(1,012,042)
<b>Total Means of Financing</b>	<b>\$ 1,123,446,876</b>	<b>\$ 1,317,711,855</b>	<b>\$ 1,319,393,739</b>	<b>\$ 1,451,476,555</b>	<b>\$ 1,451,543,109</b>	<b>\$ 132,149,370</b>
<b>Expenditures &amp; Request:</b>						
Treasury Seed	\$ 0	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 0
Donald J. Thibodaux Training Academy	11,330,432	12,386,342	13,468,972	12,353,363	12,385,025	(1,083,947)
Jackson Regional Laundry	865,464	961,799	961,799	963,526	933,627	(28,172)
Central Regional Laundry	599,226	896,054	896,054	736,910	749,316	(146,738)
Office of Group Benefits	823,604,907	934,311,612	934,311,612	1,065,059,360	1,065,098,480	130,786,868
Office of Risk Management	146,257,328	174,740,353	174,740,353	177,154,935	175,382,605	642,252
Administrative Services	4,616,958	5,816,341	5,816,341	5,916,918	5,764,307	(52,034)
Louisiana Property Assistance	4,082,987	3,938,050	3,938,050	4,117,807	4,092,399	154,349
Federal Property Assistance	1,936,463	1,791,859	1,791,859	1,815,319	2,965,341	1,173,482
Office of Telecommunications Management	54,889,995	62,831,202	62,831,202	63,032,156	64,357,825	1,526,623
Administrative Support	2,720,850	2,933,287	2,933,287	2,990,223	2,932,414	(873)
Public Safety Services Cafeteria	2,001,801	1,962,347	1,962,347	1,881,210	1,896,850	(65,497)
Prison Enterprises	26,737,090	28,072,819	28,072,819	28,348,190	27,920,280	(152,539)
Sabine River Authority	3,666,982	5,338,951	5,938,205	5,352,579	5,336,549	(601,656)
Office of Aircraft Services	1,025,057	1,730,839	1,730,839	1,754,059	1,728,091	(2,748)
Municipal Facility Revolving Loan	39,111,336	45,000,000	45,000,000	45,000,000	45,000,000	0
Safe Drinking Water Revolving Loan Fund	0	34,000,000	34,000,000	34,000,000	34,000,000	0



## Ancillary Appropriations Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Total Expenditures &amp; Request</b>	\$ 1,123,446,876	\$ 1,317,711,855	\$ 1,319,393,739	\$ 1,451,476,555	\$ 1,451,543,109	\$ 132,149,370
<b>Authorized Full-Time Equivalents:</b>						
Classified	961	959	959	959	961	2
Unclassified	6	6	6	6	5	(1)
<b>Total FTEs</b>	967	965	965	965	966	1



## 21-148 — Treasury Seed

### Agency Description

The mission of this agency is to provide monies to be used by the Treasury to seed state agencies' imprest funds and the Louisiana Equipment and Acquisition Fund.

For additional information, see:

[Treasury Seed](#)

### Treasury Seed Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	0	0	0	0	0	0
Fees and Self-generated Revenues	0	1,000,000	1,000,000	1,000,000	1,000,000	0
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 0</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ 0</b>
<b>Expenditures &amp; Request:</b>						
Treasury Seed	\$ 0	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 0
<b>Total Expenditures &amp; Request</b>	<b>\$ 0</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ 0</b>
<b>Authorized Full-Time Equivalents:</b>						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



## 148\_A000 — Treasury Seed

Program Authorization: Legislative appropriation

### Program Description

The mission of this program is to provide monies to be used by the Treasury to seed state agencies' imprest funds and the Louisiana Equipment and Acquisition Fund.

### Treasury Seed Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	0	0	0	0	0	0
Fees and Self-generated Revenues	0	1,000,000	1,000,000	1,000,000	1,000,000	0
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 0</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ 0</b>
<b>Expenditures &amp; Request:</b>						
Personal Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Operating Expenses	0	0	0	0	0	0
Total Professional Services	0	0	0	0	0	0
Total Other Charges	0	1,000,000	1,000,000	1,000,000	1,000,000	0
Total Acq & Major Repairs	0	0	0	0	0	0
Total Unallotted	0	0	0	0	0	0
<b>Total Expenditures &amp; Request</b>	<b>\$ 0</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ 0</b>
<b>Authorized Full-Time Equivalents:</b>						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



## Source of Funding

The source of funding for this program is Fees and Self-generated Revenues.

## Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	Mid-Year Adjustments (BA-7s):
\$ 0	\$ 1,000,000	0	Existing Oper Budget as of 12/02/03
Statewide Major Financial Changes:			
Non-Statewide Major Financial Changes:			
\$ 0	\$ 1,000,000	0	Recommended FY 2004-2005
\$ 0	\$ 0	0	Less Governor's Supplementary Recommendations
\$ 0	\$ 1,000,000	0	Base Executive Budget FY 2004-2005
\$ 0	\$ 1,000,000	0	Grand Total Recommended

## Professional Services

Amount	Description
	This agency has no funding for Professional Services for Fiscal Year 2004-2005.

## Other Charges

Amount	Description
	<b>Other Charges:</b>
	This program does not have funding for Other Charges for Fiscal Year 2004-2005.
<b>\$0</b>	<b>SUB-TOTAL OTHER CHARGES</b>
	<b>Interagency Transfers:</b>
\$1,000,000	Treasury - Seed account
<b>\$1,000,000</b>	<b>SUB-TOTAL INTERAGENCY TRANSFERS</b>
<b>\$1,000,000</b>	<b>TOTAL INTERAGENCY TRANSFERS</b>



## Acquisitions and Major Repairs

Amount	Description
	This agency has no funding for acquisitions and major repairs for Fiscal Year 2004-2005.



## 21-790 — Donald J. Thibodaux Training Academy

### Agency Description

Donald J. Thibodaux Training Academy is an ancillary agency in the Department of Public Safety and Corrections, Public Safety Services, Office of the State Police.

The Donald J. Thibodaux Training Academy was instituted to provide a training school for Public Safety and other employees of the state. In addition to the mandated training requirements and to fulfill the requirements of Acts 10 and 19 of 1988, as well as Louisiana Revised Statutes 40:1375, 42:1264, the academy has entered into or is presently developing revenue producing programs on a contractual basis. These programs include: the U.S. Department of State Anti-Terrorist Assistance Program, the Academy Federal Marketing Program initiated to provide facilities and professional instruction for other federal agencies, the Academy General Marketing Program initiated to provide national and international training support for authorized countries and agencies, and the Emergency Response Training Center provides the highest level of training in the handling of hazardous material incidents. The Donald J. Thibodaux Training academy has only one program, Administrative. Therefore the mission and goals of the Donald J. Thibodaux Training academy are the same as those listed for the Administrative Program in the program description that follows.

### Donald J. Thibodaux Training Academy Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	793,811	833,821	833,821	833,821	833,821	0
Fees and Self-generated Revenues	2,257,017	3,287,792	3,287,792	3,235,973	3,215,887	(71,905)
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	8,279,604	8,264,729	9,347,359	8,283,569	8,335,317	(1,012,042)
<b>Total Means of Financing</b>	<b>\$ 11,330,432</b>	<b>\$ 12,386,342</b>	<b>\$ 13,468,972</b>	<b>\$ 12,353,363</b>	<b>\$ 12,385,025</b>	<b>\$ (1,083,947)</b>
<b>Expenditures &amp; Request:</b>						
Donald J. Thibodaux Training Academy	\$ 11,330,432	\$ 12,386,342	\$ 13,468,972	\$ 12,353,363	\$ 12,385,025	\$ (1,083,947)
<b>Total Expenditures &amp; Request</b>	<b>\$ 11,330,432</b>	<b>\$ 12,386,342</b>	<b>\$ 13,468,972</b>	<b>\$ 12,353,363</b>	<b>\$ 12,385,025</b>	<b>\$ (1,083,947)</b>



## Donald J. Thibodaux Training Academy Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Authorized Full-Time Equivalents:</b>						
Classified	35	35	35	35	35	0
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	35	35	35	35	35	0





## 790\_1000 — Donald J. Thibodaux Training Academy

Program Authorization: R.S. 36:1375; R.S. 42:1264

### Program Description

The mission of the Administrative Program is to provide basic and continuing training to State Police and other law enforcement agencies, so that they will be educated, skilled, and highly capable of performing their duties in a professional and appropriate manner.

The goals of the Administrative Program are:

- I. Employ the latest technology to make universally available current information and training.
- II. Provide ongoing skills and career development training so that State Police personnel will be well-trained and able to perform their duties in a professional manner.
- III. Become an exemplary program through new initiatives and services.
- IV. Provide continuous training and logistical support to the State Police Transportation and Environmental Section (TESS), the U.S. Department of State Anti-Terrorist Assistance Program (ATAP), and the Emergency Response Training Facility at Holden.

The Administrative Program consists of the following activities (organizationally expressed as sections): Administrative, Operations, and Applied Technology.

- The Administrative Section is responsible for the coordination of the agency's budget, legislative and agency planning, and coordinating all training and logistical needs of Public Safety Services, other state, federal, and local agencies utilizing the Donald J. Thibodaux Training Academy. The Administrative Section supervises physical maintenance of the Donald J. Thibodaux Training Academy, the Walker Shooting Range, and the Emergency Response Training Facility at Holden; coordinates professional services contracts, employee training and development, vendor payments, preparation of fiscal reports, and all purchases for the Donald J. Thibodaux Training Academy. In addition, the Administrative Section maintains all training and re-certification records for the Louisiana State Police that are required by law and other training records from professional training programs outside the Donald J. Thibodaux Training Academy.
- The Operations Section is responsible for training needs and requests; training and re-certification for all required topics of the Office of State Police; coordination of instructors, training materials, classrooms, equipment, and all other materials and needs to conduct a State Police Cadet Academy, in-service training, professional development courses, professional training courses, and other specialized training required to enable the Louisiana State Police to accomplish their mission.
- The Applied Technology Section supervises, developments, and implements all training, certification and re-certification of state, local, and federal personnel in the use of the Intoxilizer and field sobriety testing. In addition, the Applied Technology Section performs maintenance and certification of intoxilizers throughout the state and maintains records regarding training and certification of personnel and equipment.



## Donald J. Thibodaux Training Academy Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	793,811	833,821	833,821	833,821	833,821	0
Fees and Self-generated Revenues	2,257,017	3,287,792	3,287,792	3,235,973	3,215,887	(71,905)
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	8,279,604	8,264,729	9,347,359	8,283,569	8,335,317	(1,012,042)
<b>Total Means of Financing</b>	<b>\$ 11,330,432</b>	<b>\$ 12,386,342</b>	<b>\$ 13,468,972</b>	<b>\$ 12,353,363</b>	<b>\$ 12,385,025</b>	<b>\$ (1,083,947)</b>
<b>Expenditures &amp; Request:</b>						
Personal Services	\$ 2,030,304	\$ 1,923,442	\$ 1,853,450	\$ 1,911,368	\$ 1,967,479	\$ 114,029
Total Operating Expenses	913,484	1,121,666	1,190,417	1,209,107	1,190,417	0
Total Professional Services	90,682	123,000	123,000	123,000	123,000	0
Total Other Charges	7,745,265	8,579,989	9,591,480	8,611,735	8,605,976	(985,504)
Total Acq & Major Repairs	550,697	638,245	710,625	498,153	498,153	(212,472)
Total Unallotted	0	0	0	0	0	0
<b>Total Expenditures &amp; Request</b>	<b>\$ 11,330,432</b>	<b>\$ 12,386,342</b>	<b>\$ 13,468,972</b>	<b>\$ 12,353,363</b>	<b>\$ 12,385,025</b>	<b>\$ (1,083,947)</b>
<b>Authorized Full-Time Equivalents:</b>						
Classified	35	35	35	35	35	0
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>0</b>

## Source of Funding

This program is funded from Interagency Transfers, Fees and Self-generated Revenues and Federal Funds. The Interagency Transfers are derived by charging various agencies (including State Police) for use of the academy. The Fees and Self-generated Revenues are derived by charging the federal government for use of the dormitory and classroom facilities. The Federal Funds are from the United States Department of State for anti-terrorism training.



## Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 1,082,630	0	<b>Mid-Year Adjustments (BA-7s):</b>
\$ 0	\$ 13,468,972	35	<b>Existing Oper Budget as of 12/02/03</b>
<b>Statewide Major Financial Changes:</b>			
0	19,883	0	Annualize Classified State Employee Merits
0	27,592	0	Classified State Employees Merit Increases
0	7,760	0	Civil Service Training Series
0	3,338	0	State Employee Retirement Rate Adjustment
0	2,894	0	Group Insurance for Retirees
0	(211)	0	Salary Base Adjustment
0	(28,922)	0	Attrition Adjustment
0	498,153	0	Acquisitions & Major Repairs
0	(638,245)	0	Non-Recurring Acquisitions & Major Repairs
0	(1,082,630)	0	Non-recurring Carry Forwards
0	22,606	0	Risk Management
0	987	0	Civil Service Fees
0	1,153	0	CPTP Fees
<b>Non-Statewide Major Financial Changes:</b>			
0	116,135	0	Annualization of partially funded positions
0	(34,440)	0	Retirement Funding from Other Line Items
\$ 0	\$ 12,385,025	35	<b>Recommended FY 2004-2005</b>
\$ 0	\$ 0	0	<b>Less Governor's Supplementary Recommendations</b>
\$ 0	\$ 12,385,025	35	<b>Base Executive Budget FY 2004-2005</b>
\$ 0	\$ 12,385,025	35	<b>Grand Total Recommended</b>

## Professional Services

Amount	Description
\$75,000	Background checks on cadets
\$30,000	Emergency Medical Assistance
\$18,000	Weapons instructor
<b>\$123,000</b>	<b>TOTAL PROFESSIONAL SERVICES</b>



## Other Charges

Amount	Description
<b>Other Charges:</b>	
\$7,943,530	Contractual agreement with the U.S. Department of State to provide facilities for training international police officers
	Cafeteria Fees for meals expense paid to the Public Safety Services Cafeteria for meals provided to students attending programs conducted at the the Donald J. Thibodaux Training Complex.
\$108,394	Miscellaneous training equipment (bombs, explosives, etc.)
\$250,000	Travel to train Sergeants, Lieutenants, Captains, Majors and Lieutenant Colonels Leadership training currently required by the State Police.
<b>\$8,301,924</b>	<b>SUB-TOTAL OTHER CHARGES</b>
<b>Interagency Transfers:</b>	
\$2,183	UPS Fees
\$152,063	Risk Management Adjustment
\$121,087	Transferred to Public Safety Cafeteria for food and meals
\$24,723	Office of Telecommunications Management costs
\$3,996	Civil Service/CPTP
<b>\$304,052</b>	<b>SUB-TOTAL INTERAGENCY TRANSFERS</b>
<b>\$8,605,976</b>	<b>TOTAL OTHER CHARGES</b>

## Acquisitions and Major Repairs

Amount	Description
\$291,811	New and replacement equipment (training vehicles, pick-up truck, exercise equipment, mechanic tools, etc.)
\$198,342	Replacement vehicles
<b>\$490,153</b>	<b>TOTAL ACQUISITIONS AND MAJOR REPAIRS</b>

## Performance Information

### 1. (KEY) Through the Operations activity, to evaluate all troopers' physical fitness through the wellness program semi-annually.

Strategic Link: This objective relates to Strategic Objective II.1: To institute a wellness program with corresponding physical fitness assessments and testing.

Louisiana: Vision 2020 Link: Not Applicable

Children's Budget Link: Not Applicable

Human Resources Policies Beneficial to Women and Families Link: Public Safety Services grants flexible work schedules to accommodate employees with child care or other family issues. The department has an employee assistance program which provides information and guidance for employees and/or family members. In accordance with federal law, the department supports the Family and Medical Leave Law and uphold practices within those guidelines, supporting employees and families.

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or other): Not Applicable

## Performance Indicators

L e v e l				Performance Indicator Values			
	Performance Indicator Name	Yearend Performance Standard FY 2002-2003	Actual Yearend Performance FY 2002-2003	Performance Standard as Initially Appropriated FY 2003-2004	Existing Performance Standard FY 2003-2004	Performance At Continuation Budget Level FY 2004-2005	Performance At Executive Budget Level FY 2004-2005
K	Level of fitness: Percentage rated Poor (LAPAS CODE - )	20%	28%	20%	20%	20%	20%
Actual Yearend Performance Fiscal Year 2002-03: Due to the events of September 11, 2001, the wellness program had been cancelled. Training Academy personnel were unable, due to the heightened state of alert, to travel around the state and perform wellness testing. The wellness Program was again restarted during the fourth quarter of FY 2002-03.							
K	Level of fitness: Percentage rated Fair (LAPAS CODE - )	80%	72%	80%	80%	80%	80%
Actual Yearend Performance Fiscal Year 2002-03: Due to the events of September 11, 2001, the wellness program had been cancelled. Training Academy personnel were unable, due to the heightened state of alert, to travel around the state and perform wellness testing. The wellness Program was again restarted during the fourth quarter of FY 2002-03.							
K	Number of commissioned personnel tested (LAPAS CODE - )	1,032	147	1,032	1,032	1,032	1,032
Actual Yearend Performance Fiscal Year 2002-03: Due to the events of September 11, 2001, the wellness program had been cancelled. Training Academy personnel were unable, due to the heightened state of alert, to travel around the state and perform wellness testing. The wellness Program was again restarted during the fourth quarter of FY 2002-03.							

## 2. (KEY) Through the Anti-Terrorism Assistance Program, to provide logistical and administrative support for anti-terrorism training classes offered to foreign law enforcement officers by the U.S. Department of State, Anti-Terrorism Program.

Strategic Link: This objectives completes and exceeds Strategic Objective III.1: To increase training by the International Training Section from 112 weeks per year to 134 weeks per year by June 30, 2001.

Louisiana: Vision 2020 Link: Not Applicable

Children's Budget Link: Not Applicable

Human Resources Policies Beneficial to Women and Families Link: Public Safety Services grants flexible work schedules to accommodate employees with child care or other family issues. The department has an employee assistance program which provides information and guidance for employees and/or family members. In accordance with federal law, the department supports the Family and Medical Leave Law and uphold practices within those guidelines, supporting employees and families.

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or other): Not Applicable



### Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard	Actual Yearend Performance	Performance Standard as Initially Appropriated	Existing Performance Standard	Performance At Continuation Budget Level	Performance At Executive Budget Level
		FY 2002-2003	FY 2002-2003	FY 2003-2004	FY 2003-2004	FY 2004-2005	FY 2004-2005
K	Number of courses hosted at Donald J. Thibodaux Training Academy (LAPAS CODE - )	50	47	50	50	39	50
The number of courses hosted and the number of students trained is controlled by the U.S. Department of State.							
K	Number of students trained (LAPAS CODE - )	1,092	1,020	1,092	1,092	882	1,092
The number of courses hosted and the number of students trained is controlled by the U.S. Department of State.							

### 3. (KEY) To conduct 150 police development courses.

Strategic Link: This objective relates to Goal II: To provide ongoing skills and career development training so that State Personnel will be well-trained and able to perform their duties in a professional manner.

Louisiana: Vision 2020 Link: Not Applicable

Children's Budget Link: Not Applicable

Human Resources Policies Beneficial to Women and Families Link: Public Safety Services grants flexible work schedules to accommodate employees with child care or other family issues. The department has an employee assistance program which provides information and guidance for employees and/or family members. In accordance with federal law, the department supports the Family and Medical Leave Law and uphold practices within those guidelines, supporting employees and families.

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or other): Not Applicable

### Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard	Actual Yearend Performance	Performance Standard as Initially Appropriated	Existing Performance Standard	Performance At Continuation Budget Level	Performance At Executive Budget Level
		FY 2002-2003	FY 2002-2003	FY 2003-2004	FY 2003-2004	FY 2004-2005	FY 2004-2005
K	Number of police development courses (LAPAS CODE - )	150	189	150	150	150	150
Actual Yearend Performance Fiscal Year 2002-03: Due to the Academy not having any state police cadet courses during the last three quarters of Fiscal Year 2002-03, the academy staff was able to host and facilitate additional police development courses.							





## 21-791 — Jackson Regional Laundry

### Agency Description

Jackson Regional Laundry provides centralized laundry services for 11 customer agencies:

- Eastern Louisiana Mental Health System, Villa Feliciana Medical Complex, University Medical Center, Southeast Louisiana State Hospital, Peltier Lawless Developmental Center, Office of Addictive Disorders at Greenwell Springs, Office of Addictive Disorders at Baton Rouge, Louisiana War Veterans Home, Lallie Kemp Hospital, Hammond Developmental Center, and Leonard Chaubert Medical Center.

Jackson Regional Laundry is an ancillary agency in the Department of Health and Hospitals.

### Jackson Regional Laundry Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	442,125	707,373	707,373	692,124	670,267	(37,106)
Fees and Self-generated Revenues	423,339	254,426	254,426	271,402	263,360	8,934
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 865,464</b>	<b>\$ 961,799</b>	<b>\$ 961,799</b>	<b>\$ 963,526</b>	<b>\$ 933,627</b>	<b>\$ (28,172)</b>
<b>Expenditures &amp; Request:</b>						
Jackson Regional Laundry	\$ 865,464	\$ 961,799	\$ 961,799	\$ 963,526	\$ 933,627	\$ (28,172)
<b>Total Expenditures &amp; Request</b>	<b>\$ 865,464</b>	<b>\$ 961,799</b>	<b>\$ 961,799</b>	<b>\$ 963,526</b>	<b>\$ 933,627</b>	<b>\$ (28,172)</b>
<b>Authorized Full-Time Equivalents:</b>						
Classified	37	37	37	37	37	0
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	<b>37</b>	<b>37</b>	<b>37</b>	<b>37</b>	<b>37</b>	<b>0</b>





## 791\_1000 — Jackson Regional Laundry

Program Authorization: R.S. 36:258(C) and R.S. 28:1-723.

### Program Description

The mission of Jackson Regional Laundry is to process laundry for various state agencies.

The goal of Jackson Regional Laundry is to process laundry for participating state agencies in the most cost-efficient manner possible in order to minimize the laundry cost to each agency.

Jackson Regional Laundry provides efficient and effective laundry services for Eastern Louisiana Mental Health System, Villa Feliciana Medical Complex, University Medical Center, Southeast Louisiana State Hospital, Office of Addictive Disorders at Greenwell Springs, Office of Addictive Disorders at Baton Rouge, Louisiana War Veterans Home, Lallie Kemp Hospital, Hammond Developmental Center.

The laundry charges each institution based on the amount of laundry processed for each, in an amount sufficient to fund the operating costs of the laundry.

### Jackson Regional Laundry Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	442,125	707,373	707,373	692,124	670,267	(37,106)
Fees and Self-generated Revenues	423,339	254,426	254,426	271,402	263,360	8,934
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 865,464</b>	<b>\$ 961,799</b>	<b>\$ 961,799</b>	<b>\$ 963,526</b>	<b>\$ 933,627</b>	<b>\$ (28,172)</b>
<b>Expenditures &amp; Request:</b>						
Personal Services	\$ 700,486	\$ 762,922	\$ 762,922	\$ 791,033	\$ 770,773	\$ 7,851
Total Operating Expenses	156,107	113,859	113,859	115,647	106,008	(7,851)
Total Professional Services	0	0	0	0	0	0
Total Other Charges	2,357	30,018	30,018	31,582	31,582	1,564
Total Acq & Major Repairs	6,515	55,000	55,000	25,264	25,264	(29,736)
Total Unallotted	0	0	0	0	0	0



## Jackson Regional Laundry Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Total Expenditures &amp; Request</b>	\$ 865,464	\$ 961,799	\$ 961,799	\$ 963,526	\$ 933,627	\$ (28,172)
<b>Authorized Full-Time Equivalents:</b>						
Classified	37	37	37	37	37	0
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	37	37	37	37	37	0

## Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	<b>Mid-Year Adjustments (BA-7s):</b>
\$ 0	\$ 961,799	37	<b>Existing Oper Budget as of 12/02/03</b>
<b>Statewide Major Financial Changes:</b>			
0	10,871	0	Annualize Classified State Employee Merits
0	16,403	0	Classified State Employees Merit Increases
0	7,014	0	State Employee Retirement Rate Adjustment
0	837	0	Group Insurance for Active Employees
0	84,321	0	Salary Base Adjustment
0	(111,595)	0	Salary Funding from Other Line Items
0	25,264	0	Acquisitions & Major Repairs
0	(55,000)	0	Non-Recurring Acquisitions & Major Repairs
0	1,613	0	Risk Management
0	(49)	0	UPS Fees
<b>Non-Statewide Major Financial Changes:</b>			
0	(837)	0	Group Insurance Funding from Other Line Items
0	(7,014)	0	Retirement Funding from Other Line Items
\$ 0	\$ 933,627	37	<b>Recommended FY 2004-2005</b>
\$ 0	\$ 0	0	<b>Less Governor's Supplementary Recommendations</b>
\$ 0	\$ 933,627	37	<b>Base Executive Budget FY 2004-2005</b>
\$ 0	\$ 933,627	37	<b>Grand Total Recommended</b>



## Professional Services

Amount	Description
	This program does not have funding for Professional Services for Fiscal Year 2004-2005.

## Other Charges

Amount	Description
	This program does not have any funding for Other Charges for Fiscal Year 2004-2005.
	<b>Interagency Transfers:</b>
\$1,635	Payments for Uniform Payroll System for payroll processing
\$14,652	Payments to the Office of Risk Management
\$1,744	Payments for Department of Civil Service and Comprehensive Public Training Program
\$13,551	Reimbursement to East Louisiana State Hospital
<b>\$31,582</b>	<b>SUB-TOTAL INTERAGENCY TRANSFERS</b>
<b>\$31,582</b>	<b>TOTAL OTHER CHARGES</b>

## Acquisitions and Major Repairs

Amount	Description
\$25,264	Recommended level of funding for the replacement of obsolete, inoperable, or damaged equipment.
<b>\$25,264</b>	<b>TOTAL ACQUISITIONS AND MAJOR REPAIRS</b>

## Performance Information

### 1. (KEY) Jackson Regional Laundry will provide good, adequate and cost-effective laundry services for state agencies while processing over 2.9 million pounds of laundry.

Strategic Link: Implements Goal I, Objective 1 of the revised strategic plan which is identical to this objective.

Louisiana: Vision 2020 Link: Not Applicable

Children's Budget Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other): Not Applicable



## Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2002-2003	Actual Yearend Performance FY 2002-2003	Performance Standard as Initially Appropriated FY 2003-2004	Existing Performance Standard FY 2003-2004	Performance At Continuation Budget Level FY 2004-2005	Performance At Executive Budget Level FY 2004-2005
K	Average cost per pound of laundry (in cents) (LAPAS CODE - 8644)	\$ 0.28	\$ 0.32	\$ 0.28	\$ 0.28	\$ 0.35	\$ 0.35
S	Number of customer agencies (LAPAS CODE - 5907)	11.00	9.00	9.00	9.00	9.00	9.00
S	Pounds of laundry processed in millions (LAPAS CODE - 5908)	3.40	2.71	2.70	2.70	2.90	2.90



## 21-796 — Central Regional Laundry

### Agency Description

Central Regional Laundry provides laundry service for 4 state agencies: Central Louisiana State Hospital, Huey P. Long Medical Center, Pinecrest Developmental Center, and Red River Substance Abuse Treatment Center. Central Regional Laundry is an ancillary agency in the Department of Health and Hospitals.

### Central Regional Laundry Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	498,907	786,343	786,343	736,910	749,316	(37,027)
Fees and Self-generated Revenues	100,319	109,711	109,711	0	0	(109,711)
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 599,226</b>	<b>\$ 896,054</b>	<b>\$ 896,054</b>	<b>\$ 736,910</b>	<b>\$ 749,316</b>	<b>\$ (146,738)</b>
<b>Expenditures &amp; Request:</b>						
Central Regional Laundry	\$ 599,226	\$ 896,054	\$ 896,054	\$ 736,910	\$ 749,316	\$ (146,738)
<b>Total Expenditures &amp; Request</b>	<b>\$ 599,226</b>	<b>\$ 896,054</b>	<b>\$ 896,054</b>	<b>\$ 736,910</b>	<b>\$ 749,316</b>	<b>\$ (146,738)</b>
<b>Authorized Full-Time Equivalents:</b>						
Classified	25	25	25	25	25	0
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>0</b>



## 796\_1000 — Central Regional Laundry

Program Authorization: R.S. 36:258(C); R.S. 28:1 - 723

### Program Description

The mission of Central Regional Laundry is to process laundry for various state agencies.

The goal of Central Regional Laundry is to process laundry for participating state agencies in the most cost-effective manner possible in order to minimize laundry cost to each agency.

Central Regional Laundry provides efficient and effective laundry services for Central Louisiana State Hospital, Huey P. Long Medical Center, Pinecrest Developmental Center, and Red River Substance Abuse Treatment Center.

The laundry charges each institution based on the amount of laundry processed for each, in an amount sufficient to fund the operating costs of the laundry.

### Central Regional Laundry Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	498,907	786,343	786,343	736,910	749,316	(37,027)
Fees and Self-generated Revenues	100,319	109,711	109,711	0	0	(109,711)
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 599,226</b>	<b>\$ 896,054</b>	<b>\$ 896,054</b>	<b>\$ 736,910</b>	<b>\$ 749,316</b>	<b>\$ (146,738)</b>
<b>Expenditures &amp; Request:</b>						
Personal Services	\$ 430,749	\$ 456,213	\$ 456,213	\$ 370,100	\$ 375,350	\$ (80,863)
Total Operating Expenses	156,252	360,265	361,313	302,400	284,713	(76,600)
Total Professional Services	0	10,000	10,000	20,314	20,157	10,157
Total Other Charges	1,363	19,576	18,528	19,096	19,096	568
Total Acq & Major Repairs	10,862	50,000	50,000	25,000	50,000	0
Total Unallotted	0	0	0	0	0	0
<b>Total Expenditures &amp; Request</b>	<b>\$ 599,226</b>	<b>\$ 896,054</b>	<b>\$ 896,054</b>	<b>\$ 736,910</b>	<b>\$ 749,316</b>	<b>\$ (146,738)</b>



## Central Regional Laundry Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Authorized Full-Time Equivalents:</b>						
Classified	25	25	25	25	25	0
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	25	25	25	25	25	0

## Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	<b>Mid-Year Adjustments (BA-7s):</b>
\$ 0	\$ 896,054	25	<b>Existing Oper Budget as of 12/02/03</b>
<b>Statewide Major Financial Changes:</b>			
0	2,655	0	Annualize Classified State Employee Merits
0	8,670	0	Classified State Employees Merit Increases
0	5,250	0	State Employee Retirement Rate Adjustment
0	361	0	Group Insurance for Active Employees
0	6,419	0	Group Insurance for Retirees
0	(104,218)	0	Salary Base Adjustment
0	25,000	0	Acquisitions & Major Repairs
0	(50,000)	0	Non-Recurring Acquisitions & Major Repairs
0	586	0	Risk Management
0	(18)	0	UPS Fees
<b>Non-Statewide Major Financial Changes:</b>			
0	25,000	0	Funding requested for new acquisitions which are needed to improve work performance.
0	(109,711)	0	Reduction in revenue due to the loss of laundry services from Huey P. Long Medical Center
0	55,298	0	Funding for additional supplies and a professional laundry consultant.
0	(6,780)	0	Group Insurance Funding from Other Line Items
0	(5,250)	0	Retirement Funding from Other Line Items
\$ 0	\$ 749,316	25	<b>Recommended FY 2004-2005</b>
\$ 0	\$ 0	0	<b>Less Governor's Supplementary Recommendations</b>
\$ 0	\$ 749,316	25	<b>Base Executive Budget FY 2004-2005</b>
\$ 0	\$ 749,316	25	<b>Grand Total Recommended</b>



## Professional Services

Amount	Description
\$20,157	Laundry Consultant professional services
<b>\$20,157</b>	<b>TOTAL PROFESSIONAL SERVICES</b>

## Other Charges

Amount	Description
	This program does not have any funding for Other Charges for Fiscal Year 2004-2005.
	<b>Interagency Transfers:</b>
\$1,115	Payment to the Department of Civil Service and Comprehensive Public Training Program
\$885	Payment to the Uniform Payroll System for payroll processing
\$17,096	Payment to the Office of Risk Management
<b>\$19,096</b>	<b>SUB-TOTAL INTERAGENCY TRANSFERS</b>
<b>\$19,096</b>	<b>TOTAL OTHER CHARGES</b>

## Acquisitions and Major Repairs

Amount	Description
\$50,000	Recommended level of funding for the replacement of obsolete, inoperable, or damaged equipment.
<b>\$50,000</b>	<b>TOTAL ACQUISITIONS AND MAJOR REPAIRS</b>

## Performance Information

### 1. (KEY) To provide quality and cost-effective laundry services for Central Louisiana State Hospital, Pinecrest Developmental Center, and Red River Treatment Center.

Strategic Link: Not Applicable

Louisiana: Vision 2020 Link: Not Applicable

Children's Budget Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other): Not Applicable

Explanatory Notes: Central Regional Laundry processes laundry for 3 customer agencies; Central Louisiana State Hospital, Pinecrest Developmental Center, and Red River Substance Abuse Treatment Center. This agency no longer processes laundry for Huey P. Long Medical Center.



## Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2002-2003	Actual Yearend Performance FY 2002-2003	Performance Standard as Initially Appropriated FY 2003-2004	Existing Performance Standard FY 2003-2004	Performance At Continuation Budget Level FY 2004-2005	Performance At Executive Budget Level FY 2004-2005
K	Average cost per pound of laundry (LAPAS CODE - 8645)	\$ 0.31	\$ 0.33	\$ 0.31	\$ 0.41	\$ 0.48	\$ 0.48
For Actual Yearend Performance, prior year actual cost per pound of laundry was reported incorrectly in LaPas for FY 2002-2003. The correct number should be \$0.3998.							
K	Pounds of laundry processed (in millions) (LAPAS CODE - 5910)	1.78	1.50	1.78	1.24	1.24	1.20
Existing Performance Standard FY 2003-2004 and Performance at Continuation Budget Level FY 2004-2005, agency pounds of laundry decreased due to the agencies we serve sending less laundry to be processed. Part of this due to the fact that Pinecrest discontinued the use of cloth diapers. Their patient load has also decreased which has contributed significantly to the downward trend.							
S	Number of customer agencies (LAPAS CODE - 5909)	4.00	4.00	4.00	3.00	3.00	3.00
For Performance at Continuation Budget Level FY 2004-2005, the agency no longer process laundry for Huey P. Long Medical Center effective July 1, 2003.							



## 21-800 — Office of Group Benefits



### Agency Description

The Office of Group Benefits administers the group health and accident insurance and group life insurance to political subdivision employees, political subdivision retirees, state employees, retired state employees, school board employees, school board retirees, and their dependents. This program came into existence with Act 745 in 1979.

The State Employees' Group Benefits agency has only one program, State Group Benefits Program. Therefore, the mission and goals of the State Group Benefits Program are the same as those listed for the State Group Benefits Program in the program description that follows. State Group Benefits Program is an ancillary agency in the Division of Administration.

For additional information, see:

[Office of Group Benefits](#)

### Office of Group Benefits Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	0	0	0	0	0	0
Fees and Self-generated Revenues	823,604,907	934,311,612	934,311,612	1,065,059,360	1,065,098,480	130,786,868
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 823,604,907</b>	<b>\$ 934,311,612</b>	<b>\$ 934,311,612</b>	<b>\$ 1,065,059,360</b>	<b>\$ 1,065,098,480</b>	<b>\$ 130,786,868</b>
<b>Expenditures &amp; Request:</b>						

## Office of Group Benefits Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
State Group Benefits	\$ 823,604,907	\$ 934,311,612	\$ 934,311,612	\$ 1,065,059,360	\$ 1,065,098,480	\$ 130,786,868
<b>Total Expenditures &amp; Request</b>	\$ 823,604,907	\$ 934,311,612	\$ 934,311,612	\$ 1,065,059,360	\$ 1,065,098,480	\$ 130,786,868

<b>Authorized Full-Time Equivalents:</b>						
Classified	351	330	330	330	335	5
Unclassified	4	4	4	4	4	0
<b>Total FTEs</b>	355	334	334	334	339	5



## 800\_E000 — State Group Benefits

Program Authorization: Act 178 of 2001, Act 150, first Extraordinary Session of 1998, Act 745 of 1979 and Executive Order No. 70, March 3, 1969-Chapter 12 of Title 42 of the Louisiana Revised Statutes of 1950, Section 801 and 883

### Program Description

The mission of the Office of Group Benefits Program is to provide cost-effective, high-quality health, life and flexible benefit plans, distinguished by efficient and effective customer service.

The goal of the State Group Benefits Program is to develop and explore a multitude of benefit options that will appeal to a diverse workforce. These options will include multi-priced plans, indemnity, and manage care options as well as adding certain core dental and vision options to these plans.

The State Group Benefits Program provides the opportunity for eligible individuals to obtain group accident and health benefits and group life insurance geared to the needs of the plan members. The Office of Group Benefits administers this program and provides direction in developing cost containment features in order that an affordable group insurance program may be available to its plan members.

### State Group Benefits Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	0	0	0	0	0	0
Fees and Self-generated Revenues	823,604,907	934,311,612	934,311,612	1,065,059,360	1,065,098,480	130,786,868
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 823,604,907</b>	<b>\$ 934,311,612</b>	<b>\$ 934,311,612</b>	<b>\$ 1,065,059,360</b>	<b>\$ 1,065,098,480</b>	<b>\$ 130,786,868</b>
<b>Expenditures &amp; Request:</b>						
Personal Services	\$ 16,073,720	\$ 15,454,202	\$ 15,454,202	\$ 16,112,824	\$ 16,138,883	\$ 684,681
Total Operating Expenses	6,633,537	10,096,997	8,236,313	8,422,793	8,318,324	82,011
Total Professional Services	3,973,373	10,040,848	10,040,848	8,916,000	8,916,000	(1,124,848)
Total Other Charges	793,995,112	896,179,909	897,663,591	1,029,626,987	1,029,744,517	132,080,926
Total Acq & Major Repairs	2,929,165	2,539,656	2,916,658	1,980,756	1,980,756	(935,902)
Total Unallotted	0	0	0	0	0	0



## State Group Benefits Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Total Expenditures &amp; Request</b>	\$ 823,604,907	\$ 934,311,612	\$ 934,311,612	\$ 1,065,059,360	\$ 1,065,098,480	\$ 130,786,868
<b>Authorized Full-Time Equivalents:</b>						
Classified	351	330	330	330	335	5
Unclassified	4	4	4	4	4	0
<b>Total FTEs</b>	355	334	334	334	339	5

## Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	<b>Mid-Year Adjustments (BA-7s):</b>
\$ 0	\$ 934,311,612	334	<b>Existing Oper Budget as of 12/02/03</b>
<b>Statewide Major Financial Changes:</b>			
0	239,418	0	Annualize Classified State Employee Merits
0	270,781	0	Classified State Employees Merit Increases
0	11,346	0	Civil Service Training Series
0	178,587	0	State Employee Retirement Rate Adjustment
0	167,976	0	Group Insurance for Active Employees
0	44,694	0	Group Insurance for Retirees
0	(75,593)	0	Salary Base Adjustment
0	(152,528)	0	Attrition Adjustment
0	(235,065)	0	Salary Funding from Other Line Items
0	1,980,756	0	Acquisitions & Major Repairs
0	(2,916,658)	0	Non-Recurring Acquisitions & Major Repairs
0	(2,609)	0	Risk Management
0	23,767	0	Legislative Auditor Fees
0	610	0	Maintenance in State-Owned Buildings
0	(178)	0	UPS Fees
0	3,000	0	Office of Computing Services Fees
<b>Non-Statewide Major Financial Changes:</b>			
0	186,480	0	Under the new guidelines for HIPAA, an increase in travel will be necessary for seminars, conferences, and training throughout the state and out-of-state travel to train the staff.
0	(1,124,848)	0	A net decrease in professional service contracts.
0	179,222	0	A net increase operating expenses associated with printing of ballots for the Election of Board Members, maintenance of data processing equipment, and licensing software.
0	132,007,710	0	Projected rate increase of 15%.



## Major Changes from Existing Operating Budget (Continued)

General Fund	Total Amount	Table of Organization	Description
0	0	5	Annualization of five (5) positions as a result of a mid-year budget adjustment. The positions include four (4) Group Benefits Specialists (claims department) and one (1) IT Applications Programmer Analyst (IT department). These positions will allow OGB to continue to process claims within the 30 day window prescribed by statute.
\$ 0	\$ 1,065,098,480	339	<b>Recommended FY 2004-2005</b>
\$ 0	\$ 0	0	<b>Less Governor's Supplementary Recommendations</b>
\$ 0	\$ 1,065,098,480	339	<b>Base Executive Budget FY 2004-2005</b>
\$ 0	\$ 1,065,098,480	339	<b>Grand Total Recommended</b>

## Professional Services

Amount	Description
\$500,000	Accounting and Auditing contracts
\$642,000	Management and Consulting contracts
\$300,000	Legal contracts
\$174,000	Medical and Dental contracts
\$7,300,000	Other professional services contracts (Including HIPPA consulting, fraud and abuse detection, and evaluation services of medical claims.
<b>\$8,916,000</b>	<b>TOTAL PROFESSIONAL SERVICES</b>

## Other Charges

Amount	Description
	<b>Other Charges:</b>
\$165,635,036	Health claims payments
\$288,236,470	Best Care/Fara
\$631,378	Blue Cross/Blue Shield
\$29,000,000	Life Payments/Dependent Life
\$138,353,506	Advance PCS Paid Prescriptions
\$230,589,176	HMO-Ochsner Health Plan
\$13,835,351	HMO-Vantage Health Plan
\$1,000	Hospital audit fees
\$101,000	Legal fees - settlements
\$300,000	Cafeteria plan
\$350,420	Training costs
\$115,294,588	United Healthcare Insurance Company



## Other Charges (Continued)

Amount	Description
\$27,670,701	Capella Group, Inc. & Forsight TPA (affiliate)
\$1,262,756	Fara Benefit Services, Inc., the Run-Out Period for 2003
\$8,479,917	United Behavioral Health, Inc. (United Health Care) 3 years starting August 2003
\$7,013,753	Merit Health Insurance Company, an affiliate of Megellan Behavioral Health, Inc.
\$790,000	LSU Health Sciences Center Department of Surgery/St. Charles General Hospital
<b>\$1,027,545,052</b>	<b>SUB-TOTAL OTHER CHARGES</b>
	<b>Interagency Transfers:</b>
\$38,752	Division of Administration - Uniform Payroll System Fees
\$751,622	Division of Administration - Office of Telecommunications Management
\$3,000	Division of Administration - Office of Computing Services Fees
\$171,024	Legislative Auditor Fee
\$44,562	Department of State Civil Service - personnel services
\$5,262	Department of State Civil Service - Comprehensive Public Employees' Training Program Fee
\$200,000	Office of the Secretary of State
\$55,384	Louisiana Agriculture and Forestry - Security for building
\$45,260	State Treasury
\$159,245	Division of Administration - Office of Risk Management
\$17,080	Division of Administration - Office of State Buildings - operating and maintenance cost
\$708,274	Louisiana Agriculture and Forest - Rent
<b>\$2,199,465</b>	<b>SUB-TOTAL INTERAGENCY TRANSFERS</b>
<b>\$1,029,744,517</b>	<b>TOTAL OTHER CHARGES</b>

## Acquisitions and Major Repairs

Amount	Description
\$1,980,756	Recommended level of funding for the replacement and repairs of obsolete, inoperable, or damaged equipment and buildings.
<b>\$1,980,756</b>	<b>TOTAL ACQUISITIONS AND MAJOR REPAIRS</b>

## Performance Information

### 1. (KEY) To pay health claims within an average of 10.00 days.

Strategic Link: This operational objective is not linked to State Employee Group Benefits Program (SEGBP) current strategic plan.

Louisiana: Vision 2020 Link: Not applicable

Children's Budget Link: Not applicable

Human Resource Policies Beneficial to Women and Families Link: Not applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other): Not applicable



## Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2002-2003	Actual Yearend Performance FY 2002-2003	Performance Standard as Initially Appropriated FY 2003-2004	Existing Performance Standard FY 2003-2004	Performance At Continuation Budget Level FY 2004-2005	Performance At Executive Budget Level FY 2004-2005
K	Average turnaround time for health claim payments (in days) (LAPAS CODE - 5911)	19.89	4.56	10.00	10.00	10.00	10.00
K	Number of group health and accident claims processed (LAPAS CODE - 5912)	6,003,095	5,218,577	6,000,000	6,000,000	6,000,000	6,000,000
K	Amount of health and accident claims payments (in millions) (LAPAS CODE - 5913)	\$ 480.2	\$ 501.2	\$ 575.0	\$ 575.0	\$ 575.0	\$ 575.0
S	Number of HMO members (LAPAS CODE - 5914)	29,000	30,382	31,500	31,500	31,500	31,500
S	Number of indemnity plan members (LAPAS CODE - 5915)	98,000	96,832	96,000	96,000	96,000	96,000

## State Group Benefits General Performance Information

Performance Indicator Name	Performance Indicator Values				
	Prior Year Actual FY 1998-1999	Prior Year Actual FY 1999-2000	Prior Year Actual FY 2000-2001	Prior Year Actual FY 2001-2002	Prior Year Actual FY 2002-2003
Average turnaround time for health claim payments (in days) (LAPAS CODE - 5911)	20.27	27.57	19.46	5.99	4.56
Number of group health and accident claims processed (LAPAS CODE - 5912)	3,140,106	3,577,371	5,147,772	5,851,377	5,218,577
Amount of health and accident claims payments (in millions) (LAPAS CODE - 5913)	\$ 259.7	\$ 310.4	\$ 389.3	\$ 405.4	\$ 501.2
Number of HMO members (LAPAS CODE - 5914)	40,798	28,046	25,076	31,162	30,382
Number of indemnity plan members (LAPAS CODE - 5915)	76,795	95,073	97,074	95,812	96,832





## 21-804 — Office of Risk Management



### Agency Description

The mission of the Office of Risk Management (ORM) is to develop, direct and administer a cost-effective and comprehensive risk management program for all state agencies, boards and commissions of the State of Louisiana and any other entity for which the state has an equity interest, in order to preserve and protect the assets of the State of Louisiana and to handle and manage all tort litigation against the state.

The goals of the Office of Risk Management are:

- I. The Office of Risk Management will provide a cost effective self-insurance program for the state consisting of quality multi-line coverages which equal or exceed coverages/services available through the private sector.
- II. The Office of Risk Management will provide a loss prevention program that will minimize losses and protect the assets of the state.
- III. The Office of Risk Management will process all claims in a timely and cost effective manner.

The Office of Risk Management has four programs: Administrative, Other Claims Related, Contract Litigation and Risk Litigation. The Office of Risk Management is an ancillary agency in the Division of Administration.

### Office of Risk Management Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 114,734	\$ 114,734	\$ 0	\$ 0	\$ (114,734)
<b>State General Fund by:</b>						
Total Interagency Transfers	104,892,113	152,499,719	152,499,719	166,040,291	164,264,814	11,765,095
Fees and Self-generated Revenues	41,341,518	12,125,900	12,125,900	1,114,644	1,117,791	(11,008,109)
Statutory Dedications	23,697	10,000,000	10,000,000	10,000,000	10,000,000	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 146,257,328</b>	<b>\$ 174,740,353</b>	<b>\$ 174,740,353</b>	<b>\$ 177,154,935</b>	<b>\$ 175,382,605</b>	<b>\$ 642,252</b>



## Office of Risk Management Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Expenditures &amp; Request:</b>						
Administrative	\$ 8,857,237	\$ 10,260,396	\$ 10,260,396	\$ 10,984,149	\$ 15,658,782	\$ 5,398,386
Claims Losses and Related Payments	111,780,507	137,505,164	137,505,164	138,671,510	127,706,016	(9,799,148)
Contract Litigation	14,689,111	15,000,000	15,000,000	15,000,000	19,000,000	4,000,000
Division of Risk Litigation	10,930,473	11,974,793	11,974,793	12,499,276	13,017,807	1,043,014
<b>Total Expenditures &amp; Request</b>	\$ 146,257,328	\$ 174,740,353	\$ 174,740,353	\$ 177,154,935	\$ 175,382,605	\$ 642,252
<b>Authorized Full-Time Equivalents:</b>						
Classified	133	133	133	133	133	0
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	133	133	133	133	133	0



## 804\_E000 — Administrative

Program Authorization: R.S. 39:1527-1544

### Program Description

The mission of the Administrative Program in the Office of Risk Management (ORM) is to develop, direct, and administer a cost-effective, comprehensive risk management program for all state agencies, boards and commissions of the State of Louisiana and any other entity for which the state has an equity interest, in order to preserve and protect the assets of the State of Louisiana and to handle and manage all tort litigation against the state.

The goals of the Administrative Program in the Office of Risk Management are:

- I. The Office of Risk Management will provide a cost effective self-insurance program for the state consisting of quality multi-line coverages which equal or exceed coverages/services available through the private sector.
- II. The Office of Risk Management will provide a comprehensive loss prevention program that will minimize losses and protect the assets of the state.
- III. The Office of Risk Management will process all claims in a timely and cost efficient manner.

The Administrative section has primary responsibility for management and direction of the self-insurance program. The Accounting section is responsible for budget preparation and monitoring, accounts receivable, accounts payable, payroll, issuance and payment of all contracts, all financial reporting functions, premium development, tracking and exposure and experience data, oversight of the computerized claims system and compilation of various statistical data. The Underwriting Unit is responsible for issuing insurance policies and certification for state agencies insurance coverage, administering the solicitation process for securing of excess coverage, maintaining computerized records for values of real property and contents of the state, and maintaining computerized records of premiums billed to state agencies. The Loss Prevention Unit is responsible for investigation and identification of risks and loss prevention training of state work force. The Claims Unit is responsible for all adjusting functions of claims including investigation, management, and payment of claims.

### Administrative Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	8,857,237	415,075	415,075	10,954,159	15,625,645	15,210,570



## Administrative Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
Fees and Self-generated Revenues	0	9,845,321	9,845,321	29,990	33,137	(9,812,184)
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 8,857,237</b>	<b>\$ 10,260,396</b>	<b>\$ 10,260,396</b>	<b>\$ 10,984,149</b>	<b>\$ 15,658,782</b>	<b>\$ 5,398,386</b>
<b>Expenditures &amp; Request:</b>						
Personal Services	\$ 5,924,671	\$ 6,389,064	\$ 6,389,145	\$ 7,053,753	\$ 7,501,755	\$ 1,112,610
Total Operating Expenses	793,454	829,782	784,653	789,445	276,157	(508,496)
Total Professional Services	189,997	669,500	714,548	725,766	714,548	0
Total Other Charges	1,858,778	2,072,850	2,072,850	2,002,285	6,753,422	4,680,572
Total Acq & Major Repairs	90,337	299,200	299,200	412,900	412,900	113,700
Total Unallotted	0	0	0	0	0	0
<b>Total Expenditures &amp; Request</b>	<b>\$ 8,857,237</b>	<b>\$ 10,260,396</b>	<b>\$ 10,260,396</b>	<b>\$ 10,984,149</b>	<b>\$ 15,658,782</b>	<b>\$ 5,398,386</b>
<b>Authorized Full-Time Equivalents:</b>						
Classified	133	133	133	133	133	0
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	<b>133</b>	<b>133</b>	<b>133</b>	<b>133</b>	<b>133</b>	<b>0</b>

## Source of Funding

This program is funded from premiums billed for insurance provided by this office and from interest earnings from the self insurance fund. State and Quasi-State agencies obtain insurance from the Office of Risk Management.

## Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	<b>Mid-Year Adjustments (BA-7s):</b>
\$ 0	\$ 10,260,396	133	<b>Existing Oper Budget as of 12/02/03</b>
<b>Statewide Major Financial Changes:</b>			
0	114,065	0	Annualize Classified State Employee Merits
0	114,576	0	Classified State Employees Merit Increases
0	3,599	0	Civil Service Training Series
0	75,323	0	State Employee Retirement Rate Adjustment



## Major Changes from Existing Operating Budget (Continued)

General Fund	Total Amount	Table of Organization	Description
0	57,219	0	Group Insurance for Active Employees
0	367,753	0	Group Insurance for Retirees
0	506,449	0	Salary Base Adjustment
0	(133,770)	0	Attrition Adjustment
0	(501,100)	0	Salary Funding from Other Line Items
0	412,900	0	Acquisitions & Major Repairs
0	(299,200)	0	Non-Recurring Acquisitions & Major Repairs
0	29,990	0	Risk Management
0	19,351	0	Legislative Auditor Fees
0	5,727	0	Rent in State-Owned Buildings
0	3,644	0	Maintenance in State-Owned Buildings
0	928	0	UPS Fees
0	3,147	0	Civil Service Fees
0	610	0	CPTP Fees
0	(136,160)	0	Office of Computing Services Fees
<b>Non-Statewide Major Financial Changes:</b>			
0	5,955	0	Increase IAT to the Division of Administration for administrative support.
\$ 0	\$ 15,658,782	133	<b>Recommended FY 2004-2005</b>
\$ 0	\$ 0	0	<b>Less Governor's Supplementary Recommendations</b>
\$ 0	\$ 15,658,782	133	<b>Base Executive Budget FY 2004-2005</b>
\$ 0	\$ 15,658,782	133	<b>Grand Total Recommended</b>

## Professional Services

Amount	Description
\$714,548	Consulting expenses
<b>\$714,548</b>	<b>TOTAL PROFESSIONAL SERVICES</b>

## Other Charges

Amount	Description
<b>Other Charges:</b>	
\$4,847,380	Consultation on Insurance Policies, Claims Management, Contracts, Loss Control/Prevention, and Insurance Markets
<b>\$4,847,380</b>	<b>SUB-TOTAL OTHER CHARGES</b>
<b>Interagency Transfers:</b>	



## Other Charges (Continued)

Amount	Description
\$67,298	Risk Management Adjustment
\$14,851	Legislative Auditor Fees
\$998,661	Rent in State-Owned Buildings
\$538,575	IAT Services and Commodities including Office of Information Services fees, capital park security, and payroll services
\$3,600	Postage
\$275,000	OTM Fees
\$5,552	Salary expenses for the Division of Administration
\$2,505	Utilities for other Pineville satellite office
<b>\$1,906,042</b>	<b>SUB-TOTAL INTERAGENCY TRANSFERS</b>
<b>\$6,753,422</b>	<b>TOTAL OTHER CHARGES</b>

## Acquisitions and Major Repairs

Amount	Description
\$250,000	Replacement of computer systems
\$63,700	Replacement of two vehicles
\$90,000	Imaging equipment for claims department
\$4,200	Imaging system hard drives
\$5,000	Non-routine repairs to state vehicles not warrantied
<b>\$412,900</b>	<b>TOTAL ACQUISITIONS AND MAJOR REPAIRS</b>

## Performance Information

### 1. (KEY) The Office of Risk Management's Loss Prevention unit will maintain the completion of risk management compliance audits on each and every state agency at least once.

Strategic Link: This operational objective is an incremental step toward accomplishing the Office of Risk Management (ORM) OBJECTIVE II.1 "Through June 30, 2007, the Office of Risk Management, through the Loss Prevention Program, will conduct safety audits on all state agencies once per year."

Louisiana: Vision 2020 Link: Vision 2020, Goal 1, Objective 1.8 which reads, "To improve the efficiency and accountability of governmental agencies."

Children's Budget Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other): Not Applicable

Explanatory Note: By conducting safety audits and verifying that state agencies are following safety guidelines, losses will be reduced.

## Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2002-2003	Actual Yearend Performance FY 2002-2003	Performance Standard as Initially Appropriated FY 2003-2004	Existing Performance Standard FY 2003-2004	Performance At Continuation Budget Level FY 2004-2005	Performance At Executive Budget Level FY 2004-2005
K	Percentage of agencies audited (LAPAS CODE - 11786)	100%	100%	100%	100%	100%	100%

## Administrative General Performance Information

Performance Indicator Name	Performance Indicator Values				
	Prior Year Actual FY 1998-1999	Prior Year Actual FY 1999-2000	Prior Year Actual FY 2000-2001	Prior Year Actual FY 2001-2002	Prior Year Actual FY 2002-2003
Number of agencies audited (LAPAS CODE - 11788)	Not Available	Not Available	146	143	201
Number of agencies passing audit (LAPAS CODE - 11789)	Not Available	Not Available	Not Available	102	176

### 2. (KEY) The Office of Risk Management will provide a review process for insurance requirements in contracts for all state agencies and to provide an insurance certification process for all state agencies.

Strategic Link: This operational objective is an incremental step toward accomplishing the Office of Risk Management (ORM) OBJECTIVE I.2 "Through June 30, 2007, the Office of Risk Management will provide all state agencies with related insurance services for multi-line coverages."

Louisiana: Vision 2020 Link: Vision 2020, Goal 1, Objective 1.8 which reads, "To improve the efficiency and accountability of governmental agencies."

Children's Budget Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other): Not Applicable

Explanatory Note: State agencies submit contracts to ORM for review. ORM must read and interpret insurance requirements contained in the contract, determine whether ORM can provide coverage as stated, advise the agency if insurance requirements are acceptable or make recommendations for changes, and once insurance terms are acceptable, issue a certificate of insurance as needed. "Processing" means that all of these steps have been completed.



## Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2002-2003	Actual Yearend Performance FY 2002-2003	Performance Standard as Initially Appropriated FY 2003-2004	Existing Performance Standard FY 2003-2004	Performance At Continuation Budget Level FY 2004-2005	Performance At Executive Budget Level FY 2004-2005
K	Percentage of contracts received that were reviewed within four (4) working days (LAPAS CODE - 14690)	80%	93%	80%	80%	80%	80%
K	Percentage of requested insurance certifications that were issued within three (3) working days (LAPAS CODE - 14691)	80%	96%	80%	80%	80%	80%

### 3. (KEY) To recover on at least 50% of the claims which qualify for subrogation.

Strategic Link: This operational objective is an incremental step toward accomplishing the Office of Risk Management (ORM) OBJECTIVE III.1 "Through June 30, 2007, the Office of Risk Management will recover on 50% of the claims which qualify for subrogation."

Louisiana: Vision 2020 Link: Vision 2020, Goal 1, Objective 1.8 which reads, "To improve the efficiency and accountability of governmental agencies."

Children's Budget Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other): Not Applicable

Explanatory Note: Subrogation is the recovery of losses paid by ORM from a 3rd party who was responsible for the accident/occurrence. In order for a claim to be subrogable, it must have been caused by a 3rd party and the cost to pursue subrogation must not exceed the amount that could be collected through subrogation. Subrogation will be waived only on those cases where cost would exceed the benefit or the 3rd party cannot be located. Percentage of claims recovered on will be calculated as number of claims which qualify minus number waived to get the number feasible for collection and then the number collected on divided by the number feasible for collection.



## Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2002-2003	Actual Yearend Performance FY 2002-2003	Performance Standard as Initially Appropriated FY 2003-2004	Existing Performance Standard FY 2003-2004	Performance At Continuation Budget Level FY 2004-2005	Performance At Executive Budget Level FY 2004-2005
K	Percentage of claims recovered on versus number of claims subrogable (LAPAS CODE - 14692)	50%	41%	50%	50%	50%	50%

## Administrative General Performance Information

Performance Indicator Name	Performance Indicator Values				
	Prior Year Actual FY 1998-1999	Prior Year Actual FY 1999-2000	Prior Year Actual FY 2000-2001	Prior Year Actual FY 2001-2002	Prior Year Actual FY 2002-2003
Number of claims possible subrogable (LAPAS CODE - 13383)	Not Available	Not Available	320	262	159
Number of claims subrogation waived (LAPAS CODE - 13384)	Not Available	Not Available	Not Available	69	0
Number of claims which qualify for subrogation (LAPAS CODE - New)	Not Available	Not Available	Not Available	193	159
Number of claims on which subrogation was collected (LAPAS CODE - 13385)	Not Available	Not Available	142	115	65
Average dollar amount of subrogation collected per claim (LAPAS CODE - 13386)	\$ Not Available	\$ Not Available	\$ 16,108	\$ 14,001	\$ 14,580
Dollar amount of subrogation collected (LAPAS CODE - 13387)	\$ Not Available	\$ Not Available	\$ 2,329,948	\$ 1,610,084	\$ 947,686

### 4. (KEY) To ensure at least 25% of new claims are entered within three (3) working days of receipt.

Strategic Link: This operational objective is a step toward accomplishing the Office of Risk Management (ORM) OBJECTIVE III.2 "Each fiscal year the Claims Unit will enter all claims in the claims management system within three (3) working days of receipt."

Louisiana: Vision 2020 Link: Vision 2020, Goal 1, Objective 1.8 which reads, iTo improve the efficiency and accountability of governmental agencies.î

Children's Budget Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other): Not Applicable



Explanatory Note: Insurance industry studies have shown that claims processed as soon as possible result in lower claims costs. Claims must be entered in the system as quickly as possible so that processing can begin as quickly as possible.

### Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2002-2003	Actual Yearend Performance FY 2002-2003	Performance Standard as Initially Appropriated FY 2003-2004	Existing Performance Standard FY 2003-2004	Performance At Continuation Budget Level FY 2004-2005	Performance At Executive Budget Level FY 2004-2005
K	Percentage of new claims entered within three (3) working days of receipt (LAPAS CODE - 13392)	25%	28%	25%	25%	25%	25%

### Administrative General Performance Information

Performance Indicator Name	Performance Indicator Values				
	Prior Year Actual	Prior Year Actual	Prior Year Actual	Prior Year Actual	Prior Year Actual
	FY 1998-1999	FY 1999-2000	FY 2000-2001	FY 2001-2002	FY 2002-2003
Number of new claims reported (LAPAS CODE - 13393)	13,644	12,501	31,218	12,757	10,970
New claims entered within three (3) working days (LAPAS CODE - 13394)	Not Available	Not Available	Not Available	2,492	3,063

#### 5. (KEY) To process 30% of all claims reported within 60 working days of receipt.

Strategic Link: This operational objective is an incremental step toward accomplishing the Office of Risk Management (ORM) OBJECTIVE III.3 "Through June 30, 2007, the Office of Risk Management will process 30% of the claims reported within 60 days of receipt."

Louisiana: Vision 2020 Link: Vision 2020, Goal 1, Objective 1.8 which reads, "To improve the efficiency and accountability of governmental agencies."

Children's Budget Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other): Not Applicable

Explanatory Note: Insurance industry studies have shown that claims processed as soon as possible result in lower claims costs. Claims must be entered in the system as quickly as possible so that processing can begin as quickly as possible.



## Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2002-2003	Actual Yearend Performance FY 2002-2003	Performance Standard as Initially Appropriated FY 2003-2004	Existing Performance Standard FY 2003-2004	Performance At Continuation Budget Level FY 2004-2005	Performance At Executive Budget Level FY 2004-2005
K	Percentage of claims processed within 60 working days of receipt (LAPAS CODE - 13395)	30%	27%	30%	30%	30%	30%

## Administrative General Performance Information

Performance Indicator Name	Performance Indicator Values				
	Prior Year Actual FY 1998-1999	Prior Year Actual FY 1999-2000	Prior Year Actual FY 2000-2001	Prior Year Actual FY 2001-2002	Prior Year Actual FY 2002-2003
Number of claims processed (LAPAS CODE - 13396)	13,644	12,501	13,218	12,757	12,357
Number of claims processed within 60 working days of receipt (LAPAS CODE - 13397)	Not Available	Not Available	3,959	3,541	3,294

### 6. (KEY) To ensure that 40% of all state workers compensation claims reported by agencies during FY 04-05 will be reported through electronic reporting.

Strategic Link: This operational objective is a step toward accomplishing the Office of Risk Management (ORM) OBJECTIVE III.2 "Each fiscal year the Claims Unit will enter all claims in the claims management system within three (3) working days of receipt."

Louisiana: Vision 2020 Link: Vision 2020, Goal 1, Objective 1.8 which reads, "To improve the efficiency and accountability of governmental agencies."

Children's Budget Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other): Not Applicable

Explanatory Note: ORM has a mechanism whereby workers compensation claims can be reported electronically. Insurance industry studies have shown that claims processed as soon as possible result in lower claims costs.



## Performance Indicators

L e v e l	Performance Indicator Values						
	Performance Indicator Name	Yearend Performance Standard	Actual Yearend Performance	Performance Standard as Initially Appropriated	Existing Performance Standard	Performance At Continuation Budget Level	Performance At Executive Budget Level
		FY 2002-2003	FY 2002-2003	FY 2003-2004	FY 2003-2004	FY 2004-2005	FY 2004-2005
K	Percentage of claims reported electronically (LAPAS CODE - New)	40%	8%	40%	40%	40%	40%
Electronic claims reporting started February 2003.							

## Administrative General Performance Information

Performance Indicator Name	Performance Indicator Values				
	Prior Year Actual FY 1998-1999	Prior Year Actual FY 1999-2000	Prior Year Actual FY 2000-2001	Prior Year Actual FY 2001-2002	Prior Year Actual FY 2002-2003
Number of workers compensation claims reported (LAPAS CODE - New)	5,977	5,407	5,187	5,433	5,084
Electronic claims reporting started in February 2003.					
Number of claims reported electronically (LAPAS CODE - New)	Not Applicable	Not Applicable	Not Applicable	Not Applicable	408
Electronic claims reporting started in February 2003.					



## 804\_E100 — Claims Losses and Related Payments

Program Authorization: R.S. 39:1527-1544

### Program Description

The mission of the claims program is to fund the liabilities of the self insurance program of the state as administered by the Office of Risk Management. The Office of Risk Management will provide a cost effective self-insurance program for the state consisting of quality multi-line coverages which equal or exceed coverages available through the private sector.

### Claims Losses and Related Payments Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 114,734	\$ 114,734	\$ 0	\$ 0	\$ (114,734)
<b>State General Fund by:</b>						
Total Interagency Transfers	70,415,292	125,109,851	125,109,851	127,586,856	116,621,362	(8,488,489)
Fees and Self-generated Revenues	41,341,518	2,280,579	2,280,579	1,084,654	1,084,654	(1,195,925)
Statutory Dedications	23,697	10,000,000	10,000,000	10,000,000	10,000,000	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 111,780,507</b>	<b>\$ 137,505,164</b>	<b>\$ 137,505,164</b>	<b>\$ 138,671,510</b>	<b>\$ 127,706,016</b>	<b>\$ (9,799,148)</b>
<b>Expenditures &amp; Request:</b>						
Personal Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Operating Expenses	0	0	0	0	0	0
Total Professional Services	715,810	515,001	550,000	550,000	550,000	0
Total Other Charges	111,064,697	136,990,163	136,955,164	138,121,510	127,156,016	(9,799,148)
Total Acq & Major Repairs	0	0	0	0	0	0
Total Unallotted	0	0	0	0	0	0
<b>Total Expenditures &amp; Request</b>	<b>\$ 111,780,507</b>	<b>\$ 137,505,164</b>	<b>\$ 137,505,164</b>	<b>\$ 138,671,510</b>	<b>\$ 127,706,016</b>	<b>\$ (9,799,148)</b>
<b>Authorized Full-Time Equivalents:</b>						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



## Source of Funding

This program is funded from Interagency Transfers derived from premiums billed for insurance provided by this office and from interest earnings from the self insurance fund. A Statutory Dedication for future medical care fund.State and Quasi-State agencies obtain insurance from the Office of Risk Management.

## Claims Losses and Related Payments Statutory Dedications

Fund	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
FutureMedicalCareFund	\$ 23,697	\$ 10,000,000	\$ 10,000,000	\$ 10,000,000	\$ 10,000,000	\$ 0

## Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	<b>Mid-Year Adjustments (BA-7s):</b>
\$ 114,734	\$ 137,505,164	0	<b>Existing Oper Budget as of 12/02/03</b>
<b>Statewide Major Financial Changes:</b>			
<b>Non-Statewide Major Financial Changes:</b>			
\$ 0	\$ (826,816)	0	Funding for claims payments.
\$ 0	\$ 1,281,080	0	Builders' risk Premiums
\$ (114,734)	\$ (114,734)	0	To remove special funding for Road Hazard claims appropriated in fiscal year FY 2003-2004.
\$ 0	\$ (10,138,678)	0	Funding adjustment necessary to reflect the historical claims payment amount.
\$ 0	\$ 127,706,016	0	<b>Recommended FY 2004-2005</b>
\$ 0	\$ 0	0	<b>Less Governor's Supplementary Recommendations</b>
\$ 0	\$ 127,706,016	0	<b>Base Executive Budget FY 2004-2005</b>
\$ 0	\$ 127,706,016	0	<b>Grand Total Recommended</b>

## Professional Services

Amount	Description
\$275,000	Corvel Corporation Professional Services Contract
\$250,000	Elevator Technical Services Professional Services Contract
\$25,000	FARA Healthcare Management Professional Services Contract



## Professional Services (Continued)

Amount	Description
<b>\$550,000</b>	<b>TOTAL PROFESSIONAL SERVICES</b>

## Other Charges

Amount	Description
	<b>Other Charges:</b>
\$122,056,016	Funding for additional claims payments
\$2,000,000	Contract adjusters needed to assess claim payments
\$3,000,000	Expenditures for expert witnesses needed to testify in court cases and settlement of claims
\$100,000	Expenditures for recoveries needed to
<b>\$127,156,016</b>	<b>SUB-TOTAL OTHER CHARGES</b>
	<b>Interagency Transfers:</b>
<b>\$0</b>	This program does not have funding for Interagency Transfers for Fiscal Year 2004-2005.
<b>\$127,156,016</b>	<b>TOTAL OTHER CHARGES</b>

## Acquisitions and Major Repairs

Amount	Description
	This program does not have funding recommended for Acquisitions and Major Repairs for Fiscal Year 2004-2005.

## Performance Information

### 1. (KEY) To pay 100% of the current claims cost and excess insurance cost from current requested premiums.

Strategic Link: This operational objective is an incremental step toward accomplishing the Office of Risk Management (ORM) OBJECTIVE I.1 Through June 30, 2007, the Office of Risk Management will implement programs which will assist in minimizing loss dollars to the state and which result in Louisiana maintaining median rank within the Southern States average paid losses for selected increments.

Louisiana: Vision 2020 Link: Vision 2020, Goal 1, Objective 1.8 which reads, "To improve the efficiency and accountability of governmental agencies."

Children's Budget Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other): Not Applicable



## Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2002-2003	Actual Yearend Performance FY 2002-2003	Performance Standard as Initially Appropriated FY 2003-2004	Existing Performance Standard FY 2003-2004	Performance At Continuation Budget Level FY 2004-2005	Performance At Executive Budget Level FY 2004-2005
K	Percentage of current costs paid from current premiums (LAPAS CODE - 11791)	70%	70%	100%	100%	100%	100%





## 804\_E400 — Contract Litigation

Program Authorization: R.S. 39:1527-1544

### Program Description

### Contract Litigation Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	14,689,111	15,000,000	15,000,000	15,000,000	19,000,000	4,000,000
Fees and Self-generated Revenues	0	0	0	0	0	0
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 14,689,111</b>	<b>\$ 15,000,000</b>	<b>\$ 15,000,000</b>	<b>\$ 15,000,000</b>	<b>\$ 19,000,000</b>	<b>\$ 4,000,000</b>
<b>Expenditures &amp; Request:</b>						
Personal Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Operating Expenses	0	0	0	0	0	0
Total Professional Services	0	0	0	0	0	0
Total Other Charges	14,689,111	15,000,000	15,000,000	15,000,000	19,000,000	4,000,000
Total Acq & Major Repairs	0	0	0	0	0	0
Total Unallotted	0	0	0	0	0	0
<b>Total Expenditures &amp; Request</b>	<b>\$ 14,689,111</b>	<b>\$ 15,000,000</b>	<b>\$ 15,000,000</b>	<b>\$ 15,000,000</b>	<b>\$ 19,000,000</b>	<b>\$ 4,000,000</b>
<b>Authorized Full-Time Equivalents:</b>						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Source of Funding

This program is funded from Interagency derived from premiums billed for insurance provided by this office and from interest earnings from the self insurance fund. State and Quasi-State agencies obtain insurance from the Office of Risk Management.



## Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	<b>Mid-Year Adjustments (BA-7s):</b>
\$ 0	\$ 15,000,000	0	<b>Existing Oper Budget as of 12/02/03</b>
<b>Statewide Major Financial Changes:</b>			
<b>Non-Statewide Major Financial Changes:</b>			
0	4,000,000	0	Funding adjustment necessary to bring the contract litigation program to the historical average payment amount.
\$ 0	\$ 19,000,000	0	<b>Recommended FY 2004-2005</b>
\$ 0	\$ 0	0	<b>Less Governor's Supplementary Recommendations</b>
\$ 0	\$ 19,000,000	0	<b>Base Executive Budget FY 2004-2005</b>
\$ 0	\$ 19,000,000	0	<b>Grand Total Recommended</b>

## Professional Services

Amount	Description
	This program has no funding for Professional Services in Fiscal Year 2004-2005.

## Other Charges

Amount	Description
	<b>Other Charges:</b>
\$19,000,000	Contract attorneys
<b>\$19,000,000</b>	<b>SUB-TOTAL OTHER CHARGES</b>
	<b>Interagency Transfers:</b>
\$0	This program has no funding for interagency transfers in Fiscal Year 2004-2005.
<b>\$19,000,000</b>	<b>TOTAL OTHER CHARGES</b>

## Acquisitions and Major Repairs

Amount	Description
	This program has no funding for Acquisitions and Major Repairs for Fiscal Year 2004-2005.



## Performance Information

### 1. (KEY) To issue 90% of attorney contracts issued under delegation authority within three (3) weeks of receipt of attorney appointment.

Strategic Link: This operational objective is an incremental step toward accomplishing the Office of Risk Management (ORM) OBJECTIVE I.1 "Through June 30, 2007, the Office of Risk Management will issue contracts as necessary to ensure the defense of claims against the state."

Louisiana: Vision 2020 Link: Vision 2020, Goal 1, Objective 1.8 which reads, "To improve the efficiency and accountability of governmental agencies."

Children's Budget Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other): Not Applicable

Explanatory Note: Process is defined as initial receipt of attorney appointment through final approval by delegated authority. Contracts with amounts greater than ORM's delegated authority require additional approvals thus taking more time for processing and are not included in this performance indicator.

### Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2002-2003	Actual Yearend Performance FY 2002-2003	Performance Standard as Initially Appropriated FY 2003-2004	Existing Performance Standard FY 2003-2004	Performance At Continuation Budget Level FY 2004-2005	Performance At Executive Budget Level FY 2004-2005
K	Percentage of contracts processed within three (3) weeks (LAPAS CODE - 14693)	90%	86%	90%	90%	90%	90%

### Contract Litigation General Performance Information

Performance Indicator Name	Performance Indicator Values				
	Prior Year Actual FY 1998-1999	Prior Year Actual FY 1999-2000	Prior Year Actual FY 2000-2001	Prior Year Actual FY 2001-2002	Prior Year Actual FY 2002-2003
Number of assignments received (LAPAS CODE - New)	Not Available	Not Available	Not Available	Not Available	1,088



**Contract Litigation General Performance Information (Continued)**

Performance Indicator Name	Performance Indicator Values				
	Prior Year Actual FY 1998-1999	Prior Year Actual FY 1999-2000	Prior Year Actual FY 2000-2001	Prior Year Actual FY 2001-2002	Prior Year Actual FY 2002-2003
Number of contracts issued (LAPAS CODE - New)	Not Available	Not Available	Not Available	Not Available	800
Number of contracts issued under delegation authority (LAPAS CODE - New)	Not Available	Not Available	Not Available	Not Available	741
Number of contracts issued under delegation authority within three (3) weeks (LAPAS CODE - New)	Not Available	Not Available	Not Available	Not Available	640
Amount paid on attorney contracts (LAPAS CODE - 8657)	\$ 10,066,625	\$ 13,702,516	\$ 11,878,191	\$ 13,438,028	\$ 14,689,111



## 804\_E500 — Division of Risk Litigation

Program Authorization: R.S. 39:1527-1544

### Program Description

### Division of Risk Litigation Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	10,930,473	11,974,793	11,974,793	12,499,276	13,017,807	1,043,014
Fees and Self-generated Revenues	0	0	0	0	0	0
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 10,930,473</b>	<b>\$ 11,974,793</b>	<b>\$ 11,974,793</b>	<b>\$ 12,499,276</b>	<b>\$ 13,017,807</b>	<b>\$ 1,043,014</b>
<b>Expenditures &amp; Request:</b>						
Personal Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Operating Expenses	0	0	0	0	0	0
Total Professional Services	0	0	0	0	0	0
Total Other Charges	10,930,473	11,974,793	11,974,793	12,499,276	13,017,807	1,043,014
Total Acq & Major Repairs	0	0	0	0	0	0
Total Unallotted	0	0	0	0	0	0
<b>Total Expenditures &amp; Request</b>	<b>\$ 10,930,473</b>	<b>\$ 11,974,793</b>	<b>\$ 11,974,793</b>	<b>\$ 12,499,276</b>	<b>\$ 13,017,807</b>	<b>\$ 1,043,014</b>
<b>Authorized Full-Time Equivalents:</b>						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Source of Funding

This program is funded from Interagency derived from premiums billed for insurance provided by this office and from interest earnings from the self insurance fund. State and Quasi-State agencies obtain insurance from the Office of Risk Management.



## Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	<b>Mid-Year Adjustments (BA-7s):</b>
\$ 0	\$ 11,974,793	0	<b>Existing Oper Budget as of 12/02/03</b>
			<b>Statewide Major Financial Changes:</b>
			<b>Non-Statewide Major Financial Changes:</b>
0	1,043,014	0	Contract with the Division of Risk Litigation, Louisiana Department of Justice, to provide legal services for the state of Louisiana.
\$ 0	\$ 13,017,807	0	<b>Recommended FY 2004-2005</b>
\$ 0	\$ 0	0	<b>Less Governor's Supplementary Recommendations</b>
\$ 0	\$ 13,017,807	0	<b>Base Executive Budget FY 2004-2005</b>
\$ 0	\$ 13,017,807	0	<b>Grand Total Recommended</b>

## Professional Services

Amount	Description
	This program does not have funding recommended for Professional Services for Fiscal Year 2004-2005.

## Other Charges

Amount	Description
	<b>Other Charges:</b>
\$0	This program does not have funding recommended for Other Charges for Fiscal Year 2004-2005.
<b>\$0</b>	<b>SUB-TOTAL OTHER CHARGES</b>
	<b>Interagency Transfers:</b>
\$13,017,807	Legal representation from the Division of Risk Litigation
<b>\$13,017,807</b>	<b>TOTAL OTHER CHARGES</b>

## Acquisitions and Major Repairs

Amount	Description
	This program does not have funding recommended for Acquisitions and Major Repairs for Fiscal Year 2004-2005.



## Performance Information

- 1. (KEY) To enter 100% of the cost allocations for the Department of Justice's Division of Risk Litigation (DRL) costs to each claim represented by the DRL within 45 days of receipt of DRL report.**

Strategic Link: This operational objective is an incremental step toward accomplishing the Office of Risk Management (ORM) OBJECTIVE I.1 "Through June 30, 2007, the Office of Risk Management will issue contracts as necessary to ensure the defense of claims against the state." Louisiana: Vision 2020 Link: Vision 2020, Goal 1, Objective 1.8 which reads, "To improve the efficiency and accountability of governmental agencies."

Children's Budget Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other): Not Applicable

### Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2002-2003	Actual Yearend Performance FY 2002-2003	Performance Standard as Initially Appropriated FY 2003-2004	Existing Performance Standard FY 2003-2004	Performance At Continuation Budget Level FY 2004-2005	Performance At Executive Budget Level FY 2004-2005
K	Percentage of costs entered on claims within 45 days of receipt (LAPAS CODE - 10436)	100%	100%	100%	100%	100%	100%

### Division of Risk Litigation General Performance Information

Performance Indicator Name	Performance Indicator Values					
	Prior Year Actual FY 1998-1999	Prior Year Actual FY 1999-2000	Prior Year Actual FY 2000-2001	Prior Year Actual FY 2001-2002	Prior Year Actual FY 2002-2003	
Number of entries made to claims (LAPAS CODE - New)	Not Available	Not Available	Not Available	11,588	10,874	
Number of entries made to claims within 45 days of receipt (LAPAS CODE - New)	Not Available	Not Available	Not Available	11,588	10,874	
Amount paid to Division of Risk Litigation (LAPAS CODE - New)	\$ 9,085,983	\$ 10,107,946	\$ 9,356,207	\$ 10,875,559	\$ 10,930,473	



## 21-805 — Administrative Services

### Agency Description

The mission of Administrative Services is to provide design, printing, warehousing and distribution assistance and service to the agencies within state government.

The goal is to provide the most solution-oriented products and services at the least possible cost to the agencies served.

- To provide design assistance
- To provide the most economical procurement and production of products
- To provide warehousing & distribution on a bill as shipped basis
- To provide forms management services including design, forms analyst, procurement, warehousing & distribution, inventory control, and obsolescence reduction

### Administrative Services Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	4,576,958	5,761,760	5,761,760	5,843,500	5,695,566	(66,194)
Fees and Self-generated Revenues	40,000	54,581	54,581	73,418	68,741	14,160
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 4,616,958</b>	<b>\$ 5,816,341</b>	<b>\$ 5,816,341</b>	<b>\$ 5,916,918</b>	<b>\$ 5,764,307</b>	<b>\$ (52,034)</b>
<b>Expenditures &amp; Request:</b>						
Administrative Services	\$ 4,616,958	\$ 5,816,341	\$ 5,816,341	\$ 5,916,918	\$ 5,764,307	\$ (52,034)
<b>Total Expenditures &amp; Request</b>	<b>\$ 4,616,958</b>	<b>\$ 5,816,341</b>	<b>\$ 5,816,341</b>	<b>\$ 5,916,918</b>	<b>\$ 5,764,307</b>	<b>\$ (52,034)</b>
<b>Authorized Full-Time Equivalents:</b>						
Classified	46	46	46	46	46	0
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	<b>46</b>	<b>46</b>	<b>46</b>	<b>46</b>	<b>46</b>	<b>0</b>





## 805\_E000 — Administrative Services

Program Authorization: R.S. 49:205

### Program Description

The mission of the Administrative Services Program is to provide design, printing, warehousing and distribution assistance and service to the agencies within state government.

The goals are:

- To provide the most solution-oriented products and services at the least possible cost to the agencies served.
- To provide design assistance.
- To provide the most economical procurement and production of products.
- To provide warehousing & distribution on a bill as shipped basis.
- To provide forms management services including design, forms analyst, procurement, warehousing & distribution, inventory control, and obsolescence reduction.

### Administrative Services Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	4,576,958	5,761,760	5,761,760	5,843,500	5,695,566	(66,194)
Fees and Self-generated Revenues	40,000	54,581	54,581	73,418	68,741	14,160
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 4,616,958</b>	<b>\$ 5,816,341</b>	<b>\$ 5,816,341</b>	<b>\$ 5,916,918</b>	<b>\$ 5,764,307</b>	<b>\$ (52,034)</b>
<b>Expenditures &amp; Request:</b>						
Personal Services	\$ 1,734,086	\$ 1,766,000	\$ 1,766,000	\$ 1,855,994	\$ 1,781,305	\$ 15,305
Total Operating Expenses	2,032,549	3,513,093	3,513,093	3,562,037	3,491,377	(21,716)
Total Professional Services	0	0	0	0	0	0



## Administrative Services Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
Total Other Charges	714,528	537,248	537,248	498,887	491,625	(45,623)
Total Acq&MajorRepairs	135,795	0	0	0	0	0
Total Unallotted	0	0	0	0	0	0
<b>Total Expenditures &amp; Request</b>	<b>\$ 4,616,958</b>	<b>\$ 5,816,341</b>	<b>\$ 5,816,341</b>	<b>\$ 5,916,918</b>	<b>\$ 5,764,307</b>	<b>\$ (52,034)</b>

### Authorized Full-Time Equivalents:

Classified	46	46	46	46	46	0
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	<b>46</b>	<b>46</b>	<b>46</b>	<b>46</b>	<b>46</b>	<b>0</b>

## Source of Funding

This program is funded from Interagency Transfers from sales of forms and printing services to other state agencies and local government.

## Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	<b>Mid-Year Adjustments (BA-7s):</b>
\$ 0	\$ 5,816,341	46	<b>Existing Oper Budget as of 12/02/03</b>
<b>Statewide Major Financial Changes:</b>			
0	33,915	0	Annualize Classified State Employee Merits
0	34,363	0	Classified State Employees Merit Increases
0	18,271	0	State Employee Retirement Rate Adjustment
0	21,716	0	Group Insurance for Active Employees
0	102,798	0	Salary Base Adjustment
0	(61,704)	0	Attrition Adjustment
0	(134,054)	0	Salary Funding from Other Line Items
0	13,598	0	Risk Management
0	1,300	0	Capitol Park Security
0	534	0	UPS Fees
0	562	0	Civil Service Fees
0	134	0	CPTP Fees
<b>Non-Statewide Major Financial Changes:</b>			
0	(61,751)	0	Third Party Leases



## Major Changes from Existing Operating Budget (Continued)

General Fund	Total Amount	Table of Organization	Description
0	(21,716)	0	Group Insurance Funding from Other Line Items
\$ 0	\$ 5,764,307	46	<b>Recommended FY 2004-2005</b>
\$ 0	\$ 0	0	<b>Less Governor's Supplementary Recommendations</b>
\$ 0	\$ 5,764,307	46	<b>Base Executive Budget FY 2004-2005</b>
\$ 0	\$ 5,764,307	46	<b>Grand Total Recommended</b>

## Professional Services

Amount	Description
	This program does not have funding for Professional Services for Fiscal Year 2004-2005.

## Other Charges

Amount	Description
	<b>Other Charges:</b>
	This program does not have funding for Other Charges for Fiscal Year 2004-2005.
<b>\$0</b>	<b>SUB-TOTAL OTHER CHARGES</b>
	<b>Interagency Transfers:</b>
\$8,712	Data Processing
\$1,000	Maintenance expenses
\$393,563	LEAF Payments
\$10,762	Postage expense
\$17,895	Office of Telecommunication Management charges
\$2,184	Division of Administration - Capitol Park Security
\$5,404	Department of Civil Service fees
\$638	Division of Administration - Comprehensive Public Training Program (CPTP)
\$29,431	Office of Risk Management fees
\$3,075	Division of Administration - Office Supplies
\$18,961	Division of Administration - Operating Services
<b>\$491,625</b>	<b>SUB-TOTAL INTERAGENCY TRANSFERS</b>
<b>\$491,625</b>	<b>TOTAL OTHER CHARGES</b>



## Acquisitions and Major Repairs

Amount	Description
	This program does not have funding for Acquisitions and Major Repairs for Fiscal Year 2004-2005.

## Performance Information

### 1. (KEY) To maintain customer response time at 6 days.

Strategic Link: This operational objective is an incremental step in achieving Strategic Goal 1 : to provide quality service at a cost equal to or less than commercial vendors.

Louisiana: Vision 2020 Link: Goal 1 , Objective 1.8

Children's Budget Link: N/A

Human Resource Policies Beneficial to Women and Families Link: Goal 1

Other Links : N/A

Explanatory Note: "Customer response time" refers to the time period from when a work order is received until the time it is shipped for delivery to the customer.

### Performance Indicators

L e v e l	Performance Indicator Values						
	Performance Indicator Name	Yearend Performance Standard	Actual Yearend Performance	Performance Standard as Initially Appropriated	Existing Performance Standard	Performance At Continuation Budget Level	Performance At Executive Budget Level
		FY 2002-2003	FY 2002-2003	FY 2003-2004	FY 2003-2004	FY 2004-2005	FY 2004-2005
K	Maintain customer response time. (LAPAS CODE - 11798)	6	6	6	6	6	6

A 6 day time period is the longest time period acceptable. The goal is strive for improvement on a consistent basis.

## 21-806 — Louisiana Property Assistance

### Agency Description

The mission of Louisiana Property Assistance (LPAA) is to provide accountability of the state's moveable property by ensuring that all agencies comply with legislative mandates for state property control and fleet management; and to fully utilize state property through redistribution and sales using sound management practices.

The goals of Louisiana Property Assistance are:

- To ensure accountability of the state's movable property according to the guidelines set forth in property control and fleet management regulations. R.S. 39 part XI
- To provide pickup service for surplus property that meets the needs of our customers while being timely and efficient. R.S. 39 part XI

For additional information, see:

[Louisiana Property Assistance](#)

### Louisiana Property Assistance Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	979,916	1,783,895	1,783,895	1,895,728	1,824,628	40,733
Fees and Self-generated Revenues	3,103,070	2,154,155	2,154,155	2,222,079	2,267,771	113,616
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 4,082,987</b>	<b>\$ 3,938,050</b>	<b>\$ 3,938,050</b>	<b>\$ 4,117,807</b>	<b>\$ 4,092,399</b>	<b>\$ 154,349</b>
<b>Expenditures &amp; Request:</b>						
Louisiana Property Assistance Program	\$ 4,082,987	\$ 3,938,050	\$ 3,938,050	\$ 4,117,807	\$ 4,092,399	\$ 154,349
<b>Total Expenditures &amp; Request</b>	<b>\$ 4,082,987</b>	<b>\$ 3,938,050</b>	<b>\$ 3,938,050</b>	<b>\$ 4,117,807</b>	<b>\$ 4,092,399</b>	<b>\$ 154,349</b>



## Louisiana Property Assistance Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Authorized Full-Time Equivalents:</b>						
Classified	44	44	44	44	44	0
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	44	44	44	44	44	0



## 806\_E000 — Louisiana Property Assistance Program

Program Authorization: R.S. 39:321- 330

### Program Description

The mission of the Louisiana Property Assistance Program (LPAA) is to provide accountability of the state's moveable property by ensuring that all agencies comply with legislative mandates for state property control and fleet management; and to fully utilize state property through redistribution and sales using sound management practices.

The goals of the Louisiana Property Assistance Program are:

- To ensure accountability of the state's movable property according to the guidelines set forth in property control and fleet management regulations. R.S. 39 part XI
- To provide pickup service for surplus property that meets the needs of our customers while being timely and efficient. R.S. 39 part XI

### Louisiana Property Assistance Program Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	979,916	1,783,895	1,783,895	1,895,728	1,824,628	40,733
Fees and Self-generated Revenues	3,103,070	2,154,155	2,154,155	2,222,079	2,267,771	113,616
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 4,082,987</b>	<b>\$ 3,938,050</b>	<b>\$ 3,938,050</b>	<b>\$ 4,117,807</b>	<b>\$ 4,092,399</b>	<b>\$ 154,349</b>
<b>Expenditures &amp; Request:</b>						
Personal Services	\$ 1,370,790	\$ 1,545,859	\$ 1,545,859	\$ 1,632,182	\$ 1,588,407	\$ 42,548
Total Operating Expenses	946,307	545,100	545,100	558,955	517,354	(27,746)
Total Professional Services	331,160	50,000	50,000	50,000	50,000	0
Total Other Charges	1,410,692	1,743,091	1,743,091	1,766,670	1,826,638	83,547
Total Acq & Major Repairs	24,038	54,000	54,000	110,000	110,000	56,000
Total Unallotted	0	0	0	0	0	0



## Louisiana Property Assistance Program Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Total Expenditures &amp; Request</b>	\$ 4,082,987	\$ 3,938,050	\$ 3,938,050	\$ 4,117,807	\$ 4,092,399	\$ 154,349
<b>Authorized Full-Time Equivalents:</b>						
Classified	44	44	44	44	44	0
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	44	44	44	44	44	0

## Source of Funding

This program is funded with Interagency Transfers for equipment that is purchased by other state agencies, political subdivisions and charitable organizations. This program is also funded with Self Generated revenue derived from auction sales to the public.

## Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	<b>Mid-Year Adjustments (BA-7s):</b>
\$ 0	\$ 3,938,050	44	<b>Existing Oper Budget as of 12/02/03</b>
<b>Statewide Major Financial Changes:</b>			
0	26,839	0	Annualize Classified State Employee Merits
0	31,738	0	Classified State Employees Merit Increases
0	17,444	0	State Employee Retirement Rate Adjustment
0	20,213	0	Group Insurance for Active Employees
0	7,533	0	Group Insurance for Retirees
0	901	0	Salary Base Adjustment
0	(62,120)	0	Attrition Adjustment
0	110,000	0	Acquisitions & Major Repairs
0	(54,000)	0	Non-Recurring Acquisitions & Major Repairs
0	6,660	0	Risk Management
0	76,641	0	Capitol Park Security
0	230	0	UPS Fees
0	(37)	0	Civil Service Fees
0	53	0	CPTP Fees
<b>Non-Statewide Major Financial Changes:</b>			





## Major Changes from Existing Operating Budget (Continued)

General Fund	Total Amount	Table of Organization	Description
0	(27,746)	0	Group Insurance Funding from Other Line Items
\$ 0	\$ 4,092,399	44	<b>Recommended FY 2004-2005</b>
\$ 0	\$ 0	0	<b>Less Governor's Supplementary Recommendations</b>
\$ 0	\$ 4,092,399	44	<b>Base Executive Budget FY 2004-2005</b>
\$ 0	\$ 4,092,399	44	<b>Grand Total Recommended</b>

## Professional Services

Amount	Description
\$50,000	Auctioneer's fees
<b>\$50,000</b>	<b>TOTAL PROFESSIONAL SERVICES</b>

## Other Charges

Amount	Description
	<b>Other Charges:</b>
\$364,196	Reimbursements to non-state agencies for items sold
<b>\$364,196</b>	<b>SUB-TOTAL OTHER CHARGES</b>
	<b>Interagency Transfers:</b>
\$57,004	Office of Risk Management fees
\$4,082	Department of Civil Service fees
\$482	Division of Administration - Comprehensive Public Training Program (CPTP)
\$971,811	Reimbursements to state agencies for items sold
\$112,077	Division of Administration - Capitol Park Security
\$316,986	Reimbursements to political subdivisions
<b>\$1,462,442</b>	<b>SUB-TOTAL INTERAGENCY TRANSFERS</b>
<b>\$1,826,638</b>	<b>TOTAL OTHER CHARGES</b>

## Acquisitions and Major Repairs

Amount	Description
\$70,000	Replacement Equipment
\$40,000	Building repairs
<b>\$110,000</b>	<b>TOTAL ACQUISITIONS AND MAJOR REPAIRS</b>



## Performance Information

### 1. (KEY) To ensure that at least 95% of the state's moveable property accounts are in compliance with state property control rules and regulations.

Strategic Link: Goal I, Objective I.1: To insure, annually, that 95% of the state's moveable property accounts are in compliance with state property control rules and regulations.

Louisiana: Vision 2020 Link: Not Applicable

Children's Budget Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Links: Not Applicable

### Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2002-2003	Actual Yearend Performance FY 2002-2003	Performance Standard as Initially Appropriated FY 2003-2004	Existing Performance Standard FY 2003-2004	Performance At Continuation Budget Level FY 2004-2005	Performance At Executive Budget Level FY 2004-2005
K	Percentage of the state's moveable property accounts that are in compliance with state property control rules and regulations (LAPAS CODE - 11912)	95%	95%	95%	95%	95%	95%

Strategic Link: Goal II, Objective II.1

Louisiana: Vision 2020 Link: N/A

Children's Budget Link: N/A

Human Resource Policies Beneficial to Women and Families Link: N/A

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other): N/A

This objective and related performance indicators are associated with program funding in the Base Executive Budget for FY 2004-2005.

### 2. (KEY) To respond to 95% of agencies' requests for pick-up of surplused property within 45 days of receiving notification for pick-up.

Strategic Link: Goal I, Objective I.1: To insure, annually, that 95% of the state's moveable property accounts are in compliance with state property control rules and regulations.

Louisiana: Vision 2020 Link: Not Applicable

Children's Budget Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Links: Not Applicable

## Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2002-2003	Actual Yearend Performance FY 2002-2003	Performance Standard as Initially Appropriated FY 2003-2004	Existing Performance Standard FY 2003-2004	Performance At Continuation Budget Level FY 2004-2005	Performance At Executive Budget Level FY 2004-2005
K	Percentage of surplusd property picked up within 45 days (LAPAS CODE - 17013)		85%	95%	95%	95%	95%

The indicator for 2001-2002 was 100% within 90 days. These values are changed for 2002-2003 to 95% within 45 days as an incremental step to our 2007 strategic plan goal of 95% within 30 days.



## 21-807 — Federal Property Assistance

### Agency Description

The mission of Federal Property Assistance is to assure the fair and equitable distribution of federal property allocated to Louisiana by the General Services Administration (GSA) to eligible Louisiana donees in accordance with Public Law 94-519.

The goal of Federal Property Assistance is to assure Louisiana's use of federal surplus property and improve our operations by maximizing the percentage of property donated annually within Louisiana.

### Federal Property Assistance Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	379,000	449,707	449,707	465,620	753,752	304,045
Fees and Self-generated Revenues	1,557,463	1,342,152	1,342,152	1,349,699	2,211,589	869,437
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 1,936,463</b>	<b>\$ 1,791,859</b>	<b>\$ 1,791,859</b>	<b>\$ 1,815,319</b>	<b>\$ 2,965,341</b>	<b>\$ 1,173,482</b>
<b>Expenditures &amp; Request:</b>						
Federal Property Assistance	\$ 1,936,463	\$ 1,791,859	\$ 1,791,859	\$ 1,815,319	\$ 2,965,341	\$ 1,173,482
<b>Total Expenditures &amp; Request</b>	<b>\$ 1,936,463</b>	<b>\$ 1,791,859</b>	<b>\$ 1,791,859</b>	<b>\$ 1,815,319</b>	<b>\$ 2,965,341</b>	<b>\$ 1,173,482</b>
<b>Authorized Full-Time Equivalents:</b>						
Classified	12	12	12	12	12	0
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>0</b>



## 807\_E000 — Federal Property Assistance

Program Authorization: R.S. 39:321- 330

### Program Description

The mission of the Federal Property Assistance Program is to assure the fair and equitable distribution of federal property allocated to Louisiana by the General Services Administration (GSA) to eligible Louisiana donees in accordance with Public Law 94-519.

The goal of the Federal Property Assistance Program is to assure Louisiana's use of federal surplus property and improve our operations by maximizing the percentage of property donated annually within Louisiana.

### Federal Property Assistance Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	379,000	449,707	449,707	465,620	753,752	304,045
Fees and Self-generated Revenues	1,557,463	1,342,152	1,342,152	1,349,699	2,211,589	869,437
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 1,936,463</b>	<b>\$ 1,791,859</b>	<b>\$ 1,791,859</b>	<b>\$ 1,815,319</b>	<b>\$ 2,965,341</b>	<b>\$ 1,173,482</b>
<b>Expenditures &amp; Request:</b>						
Personal Services	\$ 491,578	\$ 569,630	\$ 569,630	\$ 593,070	\$ 614,458	\$ 44,828
Total Operating Expenses	1,394,958	1,099,152	1,099,152	1,102,026	2,230,524	1,131,372
Total Professional Services	0	0	0	0	0	0
Total Other Charges	48,427	55,077	55,077	59,102	59,238	4,161
Total Acq & Major Repairs	1,500	68,000	68,000	61,121	61,121	(6,879)
Total Unallotted	0	0	0	0	0	0
<b>Total Expenditures &amp; Request</b>	<b>\$ 1,936,463</b>	<b>\$ 1,791,859</b>	<b>\$ 1,791,859</b>	<b>\$ 1,815,319</b>	<b>\$ 2,965,341</b>	<b>\$ 1,173,482</b>



## Federal Property Assistance Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Authorized Full-Time Equivalents:</b>						
Classified	12	12	12	12	12	0
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	12	12	12	12	12	0

## Source of Funding

This program is funded from Interagency Transfers and Self Generated revenue derived from commissions earned from the sale of federal surplus property to state agencies and institutions.

## Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	<b>Mid-Year Adjustments (BA-7s):</b>
\$ 0	\$ 1,791,859	12	<b>Existing Oper Budget as of 12/02/03</b>
<b>Statewide Major Financial Changes:</b>			
0	6,367	0	Annualize Classified State Employee Merits
0	9,805	0	Classified State Employees Merit Increases
0	5,186	0	State Employee Retirement Rate Adjustment
0	6,525	0	Group Insurance for Active Employees
0	743	0	Group Insurance for Retirees
0	10	0	Salary Base Adjustment
0	16,192	0	Attrition Adjustment
0	(6,879)	0	Acquisitions & Major Repairs
0	4,032	0	Risk Management
0	(7)	0	UPS Fees
0	106	0	Civil Service Fees
0	30	0	CPTP Fees
<b>Non-Statewide Major Financial Changes:</b>			
0	1,138,640	0	Annualization of BA-7 #256 which allows the agency to generate revenue by the acquisition and resale of used vehicles. In FY 03-04 a BA-7 allowed for the purchase up to 185 vehicles at an average cost of \$7,000 each. Since the availability of federal surplus property has been limited over the past few years, the purchase of these vehicles for resale provided an additional revenue source for Federal Property Assistance Agency. The vehicles will be sold to state and local agencies and other eligible entities.



## Major Changes from Existing Operating Budget (Continued)

General Fund	Total Amount	Table of Organization	Description
0	(7,268)	0	Group Insurance Funding from Other Line Items
\$ 0	\$ 2,965,341	12	<b>Recommended FY 2004-2005</b>
\$ 0	\$ 0	0	<b>Less Governor's Supplementary Recommendations</b>
\$ 0	\$ 2,965,341	12	<b>Base Executive Budget FY 2004-2005</b>
\$ 0	\$ 2,965,341	12	<b>Grand Total Recommended</b>

## Professional Services

Amount	Description
	This program does not have funding for Professional Services for Fiscal Year 2004-2005.

## Other Charges

Amount	Description
	<b>Other Charges:</b>
	This program does not have funding for Other Charges for Fiscal Year 2004-2005.
<b>\$0</b>	<b>SUB-TOTAL OTHER CHARGES</b>
	<b>Interagency Transfers:</b>
\$25,000	Office of Telecommunication Management charges
\$16,347	Office of Risk Management fees
\$2,000	Division of Administration - Building repairs
\$4,000	Division of Administration - Postage expense
\$3,000	Division of Administration - Telephone services
\$1,400	Department of Civil Service fees
\$165	Division of Administration - Comprehensive Public Training Program (CPTP)
\$200	Division of Administration - Office Supplies
\$7,126	Division of Administration - Other Operating services
<b>\$59,238</b>	<b>SUB-TOTAL INTERAGENCY TRANSFERS</b>
<b>\$59,238</b>	<b>TOTAL OTHER CHARGES</b>

## Acquisitions and Major Repairs

Amount	Description
\$61,121	Repairs to storage facility



## Acquisitions and Major Repairs (Continued)

Amount	Description
\$61,121	TOTAL ACQUISITIONS AND MAJOR REPAIRS

## Performance Information

### 1. (KEY) To donate 50% of the federal surplus property allocated in FY 2004-2005.

Strategic Link: This operational objective is an incremental step toward achieving Strategic Goal 1: To assure Louisiana's use of federal surplus property and improve our operations by maximizing the percentage of property

donated annually within Louisiana.

Louisiana: Vision 2020 Link: Not Applicable

Children's Budget Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other): Not Applicable

Explanatory Note: Better quality property has been more difficult to obtain due to Federal requirements that are eliminating physical viewing of property. Available property must be requested sight unseen via computer. This

process is resulting in property being asked for that is actually less desirable than expected, therefore reducing our ability to donate it.

## Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2002-2003	Actual Yearend Performance FY 2002-2003	Performance Standard as Initially Appropriated FY 2003-2004	Existing Performance Standard FY 2003-2004	Performance At Continuation Budget Level FY 2004-2005	Performance At Executive Budget Level FY 2004-2005
K	Percentage of allocated federal surplus property donated (LAPAS CODE - 10444)	70%	49%	70%	50%	50%	50%





## 21-808 — Office of Telecommunications Management

### Agency Description

The mission of the Office of Telecommunications is to provide for cost-effective telecommunications services that satisfy the needs of approved governmental units of the State of Louisiana through the promotion, management, and support of telecommunications products and technologies.

The goals of the Office of Telecommunications are:

- To provide a comprehensive package of telecommunications products and services that meets the needs of the customers, and assists them in carrying out their missions. This package of products and services should include both basic telecommunication services (local and long distance service) and advanced telecommunication products and services based on emerging technologies.
- To procure and provision telecommunications products and services at rates, which are cost effective and competitive with products, and services offered by private industry.
- To assist state agencies in the assessment of their telecommunications needs, make procurement recommendations based on these assessments, and assist with installation and acceptance of procured products and services.

The Office of Telecommunications has two activities:

- I. Administrative and Technical Services
- II. Procurement.

Administrative and Technical Services provide state agencies with the following support in the process of carrying out its stated goals:

- The OTM Education Section coordinates and conducts telecommunications related training for both state agency employees and OTM employees. The section maintains directory listing information for inclusion in public and state telephone directories, and provides the agency with production support for printed materials including the State Government Telephone Directory.
- The OTM Systems Projects Section assists state agencies in determining telecommunications service needs by acting as Telecommunications Consultants. These consultants assist state agencies by managing procurement projects, and by providing service level recommendations and budgetary cost proposals. Once procurement decisions are made, the consultants assist in the actual product and/or service installation, testing, and acceptance.
- The OTM Voice Messaging and Standard Dial Tone Services Sections provide technical assistance to state agencies and OTM employees for voice messaging, ESSX, and ISDN services. The sections have responsibility for preparing bid specifications, and managing resultant contracts for equipment and services. The sections are also responsible for performing quality inspections following equipment installations.
- The OTM Network Services Design and Analysis Section is responsible for the design and management of all voice, voice/data, and video network services provided by OTM, including the state long distance network (LINC) and the statewide digital backbone network.



- The LaNet Network Operations Center is responsible for the management of the statewide LaNet wide area network (WAN). This Network facilitates communications among educational institutions and government organizations within Louisiana. The section performs design, installation, maintenance, performance monitoring, and trouble-shooting for all network components.
- The OTM Local Service Section is responsible for bid specifications and contract management for PBX systems, cellular telephones, and other miscellaneous equipment. The section also conducts telephone traffic engineering studies.
- The Engineering section is responsible for the design of cable/wire systems to support voice/data needs in large buildings and campus application environments. The Customer Service of OTM is responsible for a number of services related to supporting the daily activities of telecommunications in state government. These activities include order entry, problem reporting (help desk) and telephone operator services (directory assistance).
- The Management and Finance Branch is responsible for overseeing the business aspects of the agency including financial reporting, payroll and personnel, customer billing, budget development, contract administration, and rate development.

The Procurement Activity is of vital importance to the overall success of OTM in its mission of providing cost effective telecommunications products and services to state agencies. In order to accomplish this mission, OTM procures goods and services through utilization of the competitive bid process. The Procurement section has the responsibility for preparing, reviewing, and evaluating all competitive bids in accordance with state procurement rules and regulations, and for managing statewide contracts that result from such bids. By aggregating statewide volume, OTM is able to obtain attractive pricing for telecommunications goods and services. The ultimate success of the organization depends to a large extent on the successful performance of this activity.

For additional information, see:

## Office of Telecommunications Management

### Office of Telecommunications Management Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	53,181,713	60,779,879	60,779,879	60,980,833	62,305,773	1,525,894
Fees and Self-generated Revenues	1,708,282	2,051,323	2,051,323	2,051,323	2,052,052	729
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0



## Office of Telecommunications Management Budget Summary

		Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Total Means of Financing</b>	\$	54,889,995	\$ 62,831,202	\$ 62,831,202	\$ 63,032,156	\$ 64,357,825	\$ 1,526,623
<b>Expenditures &amp; Request:</b>							
Telecommunications Management	\$	54,889,995	\$ 62,831,202	\$ 62,831,202	\$ 63,032,156	\$ 64,357,825	\$ 1,526,623
<b>Total Expenditures &amp; Request</b>	\$	54,889,995	\$ 62,831,202	\$ 62,831,202	\$ 63,032,156	\$ 64,357,825	\$ 1,526,623
<b>Authorized Full-Time Equivalents:</b>							
Classified		97	116	116	116	116	0
Unclassified		0	0	0	0	0	0
<b>Total FTEs</b>		97	116	116	116	116	0



## 808\_E000 — Telecommunications Management

Program Authorization: R.S. 39:140 - 143

### Program Description

The mission of the Telecommunications Management Program is to provide for cost-effective telecommunications services that satisfy the needs of approved governmental units of the State of Louisiana through the promotion, management, and support of telecommunications products and technologies.

The goals of the Office of Telecommunications Management are:

- To provide a comprehensive package of telecommunications products and services that meets the needs of the customers, and assists them in carrying out their missions. This package of products and services should include both basic telecommunication services (local and long distance service) and advanced telecommunication products and services based on emerging technologies.
- To procure and provision telecommunications products and services at rates, which are cost effective and competitive with products, and services offered by private industry.
- To assist state agencies in the assessment of their telecommunications needs, make procurement recommendations based on these assessments, and assist with installation and acceptance of procured products and services.

The Office of Telecommunications has two activities:

- I. Administrative and Technical Services
- II. Procurement.

Administrative and Technical Services provide state agencies with the following support in the process of carrying out its stated goals:

- The OTM Education Section coordinates and conducts telecommunications related training for both state agency employees and OTM employees. The section maintains directory listing information for inclusion in public and state telephone directories, and provides the agency with production support for printed materials including the State Government Telephone Directory.
- The OTM Systems Projects Section assists state agencies in determining telecommunications service needs by acting as Telecommunications Consultants. These consultants assist state agencies by managing procurement projects, and by providing service level recommendations and budgetary cost proposals. Once procurement decisions are made, the consultants assist in the actual product and/or service installation, testing, and acceptance.
- The OTM Voice Messaging and Standard Dial Tone Services Sections provide technical assistance to state agencies and OTM employees for voice messaging, ESSX, and ISDN services. The sections have responsibility for preparing bid specifications, and managing resultant contracts for equipment and services. The sections are also responsible for performing quality inspections following equipment installations.

- The OTM Network Services Design and Analysis Section is responsible for the design and management of all voice, voice/data, and video network services provided by OTM, including the state long distance network (LINC) and the statewide digital backbone network.
- The LaNet Network Operations Center is responsible for the management of the statewide LaNet wide area network (WAN). This Network facilitates communications among educational institutions and government organizations within Louisiana. The section performs design, installation, maintenance, performance monitoring, and trouble-shooting for all network components.
- The OTM Local Service Section is responsible for bid specifications and contract management for PBX systems, cellular telephones, and other miscellaneous equipment. The section also conducts telephone traffic engineering studies.
- The Engineering section is responsible for the design of cable/wire systems to support voice/data needs in large buildings and campus application environments. The Customer Service of OTM is responsible for a number of services related to supporting the daily activities of telecommunications in state government. These activities include order entry, problem reporting (help desk) and telephone operator services (directory assistance).
- The Management and Finance Branch is responsible for overseeing the business aspects of the agency including financial reporting, payroll and personnel, customer billing, budget development, contract administration, and rate development.

The Procurement Activity is of vital importance to the overall success of OTM in its mission of providing cost effective telecommunications products and services to state agencies. In order to accomplish this mission, OTM procures goods and services through utilization of the competitive bid process. The Procurement section has the responsibility for preparing, reviewing, and evaluating all competitive bids in accordance with state procurement rules and regulations, and for managing statewide contracts that result from such bids. By aggregating statewide volume, OTM is able to obtain attractive pricing for telecommunications goods and services. The ultimate success of the organization depends to a large extent on the successful performance of this activity.

## Telecommunications Management Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	53,181,713	60,779,879	60,779,879	60,980,833	62,305,773	1,525,894
Fees and Self-generated Revenues	1,708,282	2,051,323	2,051,323	2,051,323	2,052,052	729
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0



## Telecommunications Management Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Total Means of Financing</b>	\$ 54,889,995	\$ 62,831,202	\$ 62,831,202	\$ 63,032,156	\$ 64,357,825	\$ 1,526,623
<b>Expenditures &amp; Request:</b>						
Personal Services	\$ 5,168,625	\$ 5,748,146	\$ 5,748,146	\$ 5,948,442	\$ 6,529,307	\$ 781,161
Total Operating Expenses	534,904	684,720	684,720	684,720	616,921	(67,799)
Total Professional Services	0	51,000	51,000	51,000	51,000	0
Total Other Charges	49,121,273	56,347,336	56,347,336	56,347,994	57,160,597	813,261
Total Acq & Major Repairs	65,193	0	0	0	0	0
Total Unallotted	0	0	0	0	0	0
<b>Total Expenditures &amp; Request</b>	\$ 54,889,995	\$ 62,831,202	\$ 62,831,202	\$ 63,032,156	\$ 64,357,825	\$ 1,526,623
<b>Authorized Full-Time Equivalents:</b>						
Classified	97	116	116	116	116	0
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	97	116	116	116	116	0

## Source of Funding

This program is funded with Interagency Transfers and Self-generated revenues derived from various departments and agencies of state government which use telecommunications services provided by the Office of Telecommunications Management.

## Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	<b>Mid-Year Adjustments (BA-7s):</b>
\$ 0	\$ 62,831,202	116	<b>Existing Oper Budget as of 12/02/03</b>
<b>Statewide Major Financial Changes:</b>			
0	93,212	0	Annualize Classified State Employee Merits
0	39,285	0	Classified State Employees Merit Increases
0	74,927	0	State Employee Retirement Rate Adjustment
0	47,700	0	Group Insurance for Active Employees
0	20,099	0	Group Insurance for Retirees
0	103,804	0	Salary Base Adjustment
0	(330,866)	0	Attrition Adjustment
0	15,187	0	Risk Management
0	(15,102)	0	Legislative Auditor Fees



## Major Changes from Existing Operating Budget (Continued)

General Fund	Total Amount	Table of Organization	Description
0	26,837	0	Capitol Park Security
0	573	0	UPS Fees
0	4,436	0	Civil Service Fees
0	729	0	CPTP Fees
<b>Non-Statewide Major Financial Changes:</b>			
0	1,301,837	0	Data Dial Tone Service for State Agencies. This recently new service, plus increased demand for on-going services, resulted in an increase in the cost of telecommunication charges. Data Dial Tone has expanded to include Data Center Networks to support Data Center consolidation as directed by the Chief Information Officer (CIO) and the Office of Technologies.
0	(2,365,000)	0	Non-Recurring Acquisitions via Other Charhes
0	1,755,805	0	For services to User State Agencies, which might include the following: Backbone Router equipment, Dense Wavelength Division Multiplexing (DWDM) equipment upgrades and additions, anticipated Automatic Call Distributor (ACD) services conversions, Virtual Private Network, Network Management Platform, Shared Network Granite Software, along with Capitol Park Expansion.
0	820,959	0	Consolidated Network Monitoring Service
0	(67,799)	0	Group Insurance Funding from Other Line Items
\$ 0	\$ 64,357,825	116	<b>Recommended FY 2004-2005</b>
\$ 0	\$ 0	0	<b>Less Governor's Supplementary Recommendations</b>
\$ 0	\$ 64,357,825	116	<b>Base Executive Budget FY 2004-2005</b>
\$ 0	\$ 64,357,825	116	<b>Grand Total Recommended</b>

## Professional Services

Amount	Description
\$51,000	Various consultants for engineering, cost allocation, and integrated accounting
<b>\$51,000</b>	<b>TOTAL PROFESSIONAL SERVICES</b>

## Other Charges

Amount	Description
<b>Other Charges:</b>	
\$50,332,000	Telecommunications charges
\$2,570,897	Telecommunications collections from off-budget agencies
\$1,112,303	Growth in services associated with data dial tone
<b>\$54,015,200</b>	<b>SUB-TOTAL OTHER CHARGES</b>



## Other Charges (Continued)

Amount	Description
<b>Interagency Transfers:</b>	
\$2,525,654	LEAF payments
\$124,364	Various state agencies - increase in IAT agreements
\$34,359	Division of Administration - Capitol Park Security
\$35,891	Legislative Auditor
\$2,260	Division of Administration - Comprehensive Public Training Program (CPTP)
\$19,135	Department of Civil Service fees
\$4,309	Division of Administration - Uniform Payroll Services
\$202,231	Office of Telecommunication Management charges
\$47,845	Office of Risk Management fees
\$149,349	Louisiana Office Facilities Corporation - maintenance of state-owned buildings
<b>\$3,145,397</b>	<b>SUB-TOTAL INTERAGENCY TRANSFERS</b>
<b>\$57,160,597</b>	<b>TOTAL OTHER CHARGES</b>

## Acquisitions and Major Repairs

Amount	Description
	This agency does not have any funding for Acquisitions and Major Repairs for Fiscal Year 2004-2005.

## Performance Information

- (KEY) To procure, provide, manage and maintain a statewide long distance network capable of providing long distance service to state agencies at rates which are lower than rates available through commercial offerings for the 2004-2005 fiscal year.**

Strategic Link: LINC Long Distance - Goal 2 - Objective 1

Louisiana: Vision 2020 Link: Not Applicable

Children's Budget Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Links: Not Applicable



## Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2002-2003	Actual Yearend Performance FY 2002-2003	Performance Standard as Initially Appropriated FY 2003-2004	Existing Performance Standard FY 2003-2004	Performance At Continuation Budget Level FY 2004-2005	Performance At Executive Budget Level FY 2004-2005
K	OTM Rate per minute (cents) (LAPAS CODE - 5981)	7.50	6.50	6.50	6.50	6.50	6.50
K	Commercial rate per minute (cents) (LAPAS CODE - 5982)	10.20	8.50	9.40	9.40	8.50	8.50
K	Annual savings over commercial rates (LAPAS CODE - 8677)	\$ 1,930,500	\$ 1,322,621	\$ 2,073,500	\$ 2,073,500	\$ 1,320,000	\$ 1,320,000
S	Number of minutes per year (LAPAS CODE - 8678)	71,500,000	66,131,052	71,500,000	71,500,000	66,000,000	66,000,000

**2. (KEY) To procure, provide, manage and maintain a statewide data network including a gateway to access the internet capable of facilitating communications among educational institutions and state agencies within Louisiana. This service should be provided at stable or decreasing rates during the 2004-2005 fiscal year.**

Strategic Link: Statewide LaNet Data Network Service - Goal 2 - Objective 2

Louisiana: Vision 2020 Link: Not Applicable

Children's Budget Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Links: Not Applicable

This objective and related performance indicators are associated with program funding in the Base Executive Budget for FY 2004-2005.



## Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values				
		Yearend Performance Standard	Actual Yearend Performance	Performance Standard as Initially Appropriated	Existing Performance Standard	Performance At Continuation Budget Level
		FY 2002-2003	FY 2002-2003	FY 2003-2004	FY 2003-2004	FY 2004-2005
K	Percentage Change in LaNet via FR-6mbps rate (LAPAS CODE - NEW)	Not Applicable	Not Applicable	Not Applicable	0	0
This indicator represents a new rate structure by OTM, replacing the indicator "Percentage change in OTM dedicated 56K rate." The value shown for EOB Standard is an estimate of Current Year-End performance, not a Performance Standard.						
K	Percentage change in LaNet via FR-12mbps rate (LAPAS CODE - NEW)	Not Applicable	Not Applicable	Not Applicable	0	0
This indicator represents a new rate structure by OTM, replacing the indicator "Percentage change in OTM dedicated T-1 rate." The value shown for EOB Standard is an estimate of Current Year-End performance, not a Performance Standard.						
S	LaNet via Frame Relay - 6mpbs monthly rate (LAPAS CODE - NEW)	Not Applicable	Not Applicable	Not Applicable	\$ 2,450	\$ 2,450
This indicator represents a new rate structure by OTM, replacing the indicator "Dedicated 56K rate." The value shown for EOB Standard is an estimate of Current Year-End performance, not a Performance Standard.						
S	LaNet via Frame Relay - 12mbps monthly rate (LAPAS CODE - NEW)	Not Applicable	Not Applicable	Not Applicable	\$ 4,550	\$ 4,550
This indicator represents a new rate structure by OTM, replacing the indicator "Dedicated T-1 rate." The value shown for EOB Standard is an estimate of Current Year-End performance, not a Performance Standard.						
S	Number of agency subscribers (LAPAS CODE - 5986)	230	203	240	240	200

### 3. (KEY) To procure, manage, and provide Standard Dial Tone service to state agencies at rates that are uniform throughout the state and are lower than rates available through commercial offerings for the 2004-2005 fiscal year.

Strategic Link: Local Dial Tone Service - Goal 2 - Objective 3

Louisiana: Vision 2020 Link: Not Applicable

Children's Budget Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Links: Not Applicable

This objective and related performance indicators are associated with program funding in the Base Executive Budget for FY 2004-2005.

## Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2002-2003	Actual Yearend Performance FY 2002-2003	Performance Standard as Initially Appropriated FY 2003-2004	Existing Performance Standard FY 2003-2004	Performance At Continuation Budget Level FY 2004-2005	Performance At Executive Budget Level FY 2004-2005
K	OTM Rate per line (LAPAS CODE - 5990)	\$ 16.5	\$ 16.5	\$ 16.5	\$ 16.5	\$ 16.5	\$ 16.5
K	Commercial rate per line (LAPAS CODE - 5991)	\$ 28.6	\$ 27.8	\$ 28.6	\$ 28.6	\$ 27.8	\$ 27.8
K	Annual savings over commercial rates (LAPAS CODE - 8679)	716,850	679,552	716,850	716,850	675,600	675,600
K	Number of lines per year (LAPAS CODE - 5992)	59,000	60,351	59,000	59,000	60,000	60,000



## 21-809 — Administrative Support

### Agency Description

The mission of Administrative Support (organizationally expressed as the Office of State Mail Operations) is to provide cost effective and user beneficial products and services (presorting) which fulfill the needs of State agencies in an expeditious and supportive manner leading to a reduction in the cost and paperwork burden on the Agencies and general public.

The goal of Administrative Support is to utilize resources within state government as well as in the private sector to provide quality, cost effective presorting services. The United States Postal Service (USPS) allows mailers to submit at discount postage rates if they meet certain criteria; mail is bar-coded to meet these requirements. Bar-coding reduces the state's postage costs while simultaneously improving the delivery of the mail that agencies submit for the service.

### Administrative Support Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	2,720,850	2,933,287	2,933,287	2,986,493	2,928,684	(4,603)
Fees and Self-generated Revenues	0	0	0	3,730	3,730	3,730
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 2,720,850</b>	<b>\$ 2,933,287</b>	<b>\$ 2,933,287</b>	<b>\$ 2,990,223</b>	<b>\$ 2,932,414</b>	<b>\$ (873)</b>
<b>Expenditures &amp; Request:</b>						
Administrative Support	\$ 2,720,850	\$ 2,933,287	\$ 2,933,287	\$ 2,990,223	\$ 2,932,414	\$ (873)
<b>Total Expenditures &amp; Request</b>	<b>\$ 2,720,850</b>	<b>\$ 2,933,287</b>	<b>\$ 2,933,287</b>	<b>\$ 2,990,223</b>	<b>\$ 2,932,414</b>	<b>\$ (873)</b>
<b>Authorized Full-Time Equivalents:</b>						
Classified	10	10	10	10	10	0
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>0</b>



## 809\_E000 — Administrative Support

Program Authorization: R.S. 21: 809

### Program Description

The mission of the Administrative Support Program (organizationally expressed as the Office of State Mail Operations) is to provide cost effective and user beneficial products and services (presorting) which fulfill the needs of State agencies in an expeditious and supportive manner leading to a reduction in the cost and paper-work burden on the Agencies and general public.

The goal of the Administrative Support Program is to utilize resources within state government as well as in the private sector to provide quality, cost effective presorting services. The United States Postal Service (USPS) allows mailers to submit at discount postage rates if they meet certain criteria; mail is bar-coded to meet these requirements. Bar-coding reduces the state's postage costs while simultaneously improving the delivery of the mail that agencies submit for the service.

### Administrative Support Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	2,720,850	2,933,287	2,933,287	2,986,493	2,928,684	(4,603)
Fees and Self-generated Revenues	0	0	0	3,730	3,730	3,730
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 2,720,850</b>	<b>\$ 2,933,287</b>	<b>\$ 2,933,287</b>	<b>\$ 2,990,223</b>	<b>\$ 2,932,414</b>	<b>\$ (873)</b>
<b>Expenditures &amp; Request:</b>						
Personal Services	\$ 357,441	\$ 376,834	\$ 376,834	\$ 391,492	\$ 385,006	\$ 8,172
Total Operating Expenses	2,273,728	2,455,987	2,455,987	2,494,464	2,451,065	(4,922)
Total Professional Services	0	0	0	0	0	0
Total Other Charges	79,411	98,966	98,966	102,767	94,843	(4,123)
Total Acq & Major Repairs	10,270	1,500	1,500	1,500	1,500	0
Total Unallotted	0	0	0	0	0	0
<b>Total Expenditures &amp; Request</b>	<b>\$ 2,720,850</b>	<b>\$ 2,933,287</b>	<b>\$ 2,933,287</b>	<b>\$ 2,990,223</b>	<b>\$ 2,932,414</b>	<b>\$ (873)</b>



## Administrative Support Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Authorized Full-Time Equivalents:</b>						
Classified	10	10	10	10	10	0
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	10	10	10	10	10	0

## Source of Funding

This program is funded with Interagency Transfers derived from sales of messenger and mail services to other state agencies.

## Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	<b>Mid-Year Adjustments (BA-7s):</b>
\$ 0	\$ 2,933,287	10	<b>Existing Oper Budget as of 12/02/03</b>
<b>Statewide Major Financial Changes:</b>			
0	6,139	0	Annualize Classified State Employee Merits
0	4,233	0	Classified State Employees Merit Increases
0	3,929	0	State Employee Retirement Rate Adjustment
0	3,150	0	Group Insurance for Active Employees
0	1,136	0	Group Insurance for Retirees
0	(10,415)	0	Attrition Adjustment
0	3,730	0	Risk Management
0	(7,921)	0	Capitol Park Security
0	71	0	UPS Fees
0	(14)	0	Civil Service Fees
0	11	0	CPTP Fees
<b>Non-Statewide Major Financial Changes:</b>			
0	(4,286)	0	Group Insurance Funding from Other Line Items

## Major Changes from Existing Operating Budget (Continued)

General Fund	Total Amount	Table of Organization	Description
0	(636)	0	Retirement Funding from Other Line Items
\$ 0	\$ 2,932,414	10	<b>Recommended FY 2004-2005</b>
\$ 0	\$ 0	0	<b>Less Governor's Supplementary Recommendations</b>
\$ 0	\$ 2,932,414	10	<b>Base Executive Budget FY 2004-2005</b>
\$ 0	\$ 2,932,414	10	<b>Grand Total Recommended</b>

## Professional Services

Amount	Description
	This program does not have funding for Professional Services for Fiscal Year 2004-2005.

## Other Charges

Amount	Description
	<b>Other Charges:</b>
	This program does not have funding for Other Charges for Fiscal Year 2004-2005.
<b>\$0</b>	<b>SUB-TOTAL OTHER CHARGES</b>
	<b>Interagency Transfers:</b>
\$23,848	Office of Risk Management fees
\$9,238	Division of Administration - Capitol Park Security
\$18,000	Division of Administration - Commodities and services
\$14,742	Division of Administration - Data processing
\$11,324	Division of Administration - Third party rentals
\$877	Department of Civil Service fees
\$104	Division of Administration - Comprehensive Public Training Program (CPTP)
\$14,238	Division of Administration - Miscellaneous expenses
\$2,472	Division of Administration - Other operating services
<b>\$94,843</b>	<b>SUB-TOTAL INTERAGENCY TRANSFERS</b>
<b>\$94,843</b>	<b>TOTAL OTHER CHARGES</b>

## Acquisitions and Major Repairs

Amount	Description
\$1,500	Replacement equipment



## Acquisitions and Major Repairs (Continued)

Amount	Description
\$1,500	TOTAL ACQUISITIONS AND MAJOR REPAIRS

## Performance Information

### 1. (KEY) To reduce the barcode rejection rate in presorted first class mail to 10% through June 30, 2005.

Strategic Link: Goal 1, Objective 1: To maintain the barcode reject rate in Presorted First Class mail at 10% through June 30, 2004.

Louisiana: Vision 2020 Link: Not Applicable

Children's Budget Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Links: Not Applicable

## Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2002-2003	Actual Yearend Performance FY 2002-2003	Performance Standard as Initially Appropriated FY 2003-2004	Existing Performance Standard FY 2003-2004	Performance At Continuation Budget Level FY 2004-2005	Performance At Executive Budget Level FY 2004-2005
K	First Class Presort barcode rejection rate (LAPAS CODE - 5995)	10.0%	9.3%	10.0%	10.0%	9.5%	9.5%





## 21-810 — Public Safety Services Cafeteria

### Agency Description

Public Safety Services Cafeteria is an ancillary agency in the Department of Public Safety and Corrections, Public Safety Services.

The Public Safety Services Cafeteria has only one program, Administrative. Therefore the mission and goals of the Public Safety Services Cafeteria are the same as those listed for the Administrative Program in the program description that follows.

### Public Safety Services Cafeteria Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	800,037	1,248,967	1,248,967	1,248,967	1,248,967	0
Fees and Self-generated Revenues	1,201,764	713,380	713,380	632,243	647,883	(65,497)
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 2,001,801</b>	<b>\$ 1,962,347</b>	<b>\$ 1,962,347</b>	<b>\$ 1,881,210</b>	<b>\$ 1,896,850</b>	<b>\$ (65,497)</b>
<b>Expenditures &amp; Request:</b>						
DPS Cafeteria Operations	\$ 2,001,801	\$ 1,962,347	\$ 1,962,347	\$ 1,881,210	\$ 1,896,850	\$ (65,497)
<b>Total Expenditures &amp; Request</b>	<b>\$ 2,001,801</b>	<b>\$ 1,962,347</b>	<b>\$ 1,962,347</b>	<b>\$ 1,881,210</b>	<b>\$ 1,896,850</b>	<b>\$ (65,497)</b>
<b>Authorized Full-Time Equivalents:</b>						
Classified	17	17	17	17	17	0
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>0</b>



## 810\_E000 — DPS Cafeteria Operations

Program Authorization: R.S. 36:401

### Program Description

The mission of the Administrative Program is to deliver goods and services to a variety of customers, such as the Anti-Terrorism Assistance Program, Troopers, Cadets, state departments, private agencies, employees, and the general public and to promote the use of these services.

The goal of the Administrative Program is to offer a variety of services to benefit and satisfy customers while maintaining reasonable prices.

The Food Services activity consists of four cafeterias. The Barracks kitchen serves only housed inmates and Department of Public Safety Officers seven days a week three meals per day. The Headquarters Cafeteria's primary function is to serve employees on the Headquarters Compound in addition to any agencies and the general public. The Academy Cafeteria's function is to serve the troopers, cadets, Anti-Terrorism Assistance Program training course participants, and any other agencies, including both state and private. The Holden Cafeteria's primary function is to serve food and lodging for both state and private agencies in training at the Holden Emergency Response Training Facility.

### DPS Cafeteria Operations Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	800,037	1,248,967	1,248,967	1,248,967	1,248,967	0
Fees and Self-generated Revenues	1,201,764	713,380	713,380	632,243	647,883	(65,497)
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 2,001,801</b>	<b>\$ 1,962,347</b>	<b>\$ 1,962,347</b>	<b>\$ 1,881,210</b>	<b>\$ 1,896,850</b>	<b>\$ (65,497)</b>
<b>Expenditures &amp; Request:</b>						
Personal Services	\$ 633,438	\$ 556,799	\$ 649,345	\$ 678,955	\$ 712,423	\$ 63,078
Total Operating Expenses	1,313,519	1,262,885	1,162,839	1,178,102	1,160,128	(2,711)
Total Professional Services	0	0	0	0	0	0
Total Other Charges	49,843	18,450	25,950	24,153	24,299	(1,651)
Total Acq & Major Repairs	5,000	124,213	124,213	0	0	(124,213)
Total Unallotted	0	0	0	0	0	0



## DPS Cafeteria Operations Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Total Expenditures &amp; Request</b>	\$ 2,001,801	\$ 1,962,347	\$ 1,962,347	\$ 1,881,210	\$ 1,896,850	\$ (65,497)
<b>Authorized Full-Time Equivalents:</b>						
Classified	17	17	17	17	17	0
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	17	17	17	17	17	0

## Source of Funding

This program is funded with Interagency Transfers and Fees and Self-generated Revenues. The Interagency Transfers is derived from the sale of meals to other state agencies. The Fees and Self-generated Revenues is derived from the sale of meals to the general public.

## Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	<b>Mid-Year Adjustments (BA-7s):</b>
\$ 0	\$ 1,962,347	17	<b>Existing Oper Budget as of 12/02/03</b>
<b>Statewide Major Financial Changes:</b>			
0	4,616	0	Annualize Classified State Employee Merits
0	9,474	0	Classified State Employees Merit Increases
0	5,422	0	State Employee Retirement Rate Adjustment
0	8,531	0	Group Insurance for Active Employees
0	4,278	0	Group Insurance for Retirees
0	2,134	0	Salary Base Adjustment
0	(124,213)	0	Non-Recurring Acquisitions & Major Repairs
0	(1,797)	0	Risk Management
0	111	0	Civil Service Fees
0	35	0	CPTP Fees
<b>Non-Statewide Major Financial Changes:</b>			



## Major Changes from Existing Operating Budget (Continued)

General Fund	Total Amount	Table of Organization	Description
0	25,912	0	Annualization of partially funded positions
\$ 0	\$ 1,896,850	17	<b>Recommended FY 2004-2005</b>
\$ 0	\$ 0	0	<b>Less Governor's Supplementary Recommendations</b>
\$ 0	\$ 1,896,850	17	<b>Base Executive Budget FY 2004-2005</b>
\$ 0	\$ 1,896,850	17	<b>Grand Total Recommended</b>

## Professional Services

Amount	Description
	There program does not have funding for Professional Services for Fiscal Year 2004-2005.

## Other Charges

Amount	Description
	<b>Other Charges:</b>
	This program does not have funding for Other Charges for Fiscal Year 2004-2005.
<b>\$0</b>	<b>SUB-TOTAL OTHER CHARGES</b>
	<b>Interagency Transfers:</b>
\$13,993	Risk Management adustment
\$101	UPS fees
\$8,327	Auto supplies
\$1,878	Civil Service and CPTP
<b>\$24,299</b>	<b>SUB-TOTAL INTERAGENCY TRANSFERS</b>
<b>\$24,299</b>	<b>TOTAL OTHER CHARGES</b>

## Acquisitions and Major Repairs

Amount	Description
	This program does not have funding for Acquisitions and Major Repairs for Fiscal Year 2004-2005

## Performance Information

### 1. (KEY) To maintain sales to state agencies and other customers while maintaining a self-supporting operation through June 30, 2005.

Strategic Link: This objective relates to Strategic objective I.1: To maintain sales to state agencies and other customers while maintaining a self-supporting operation through June 30, 2006.

Louisiana: Vision 2020 Link: Not Applicable

Children's Budget Link: Not Applicable

Human Resources Policies Beneficial to Women and Families Link: Public Safety Services grants flexible work schedules to accommodate employees with child care or other family issues. The department has an employee assistance program which provides information and guidance for employees and/or family members. In accordance with federal law, the department supports the Family and Medical Leave Law and uphold practices within those guidelines, supporting employees and families.

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or other): Not Applicable

## Performance Indicators

L e v e l				Performance Indicator Values			
		Yearend		Performance			
		Performance	Actual Yearend	Standard as	Existing	Performance At	Performance
	Performance Indicator Name	Standard FY 2002-2003	Performance FY 2002-2003	Initially Appropriated FY 2003-2004	Performance Standard FY 2003-2004	Continuation Budget Level FY 2004-2005	At Executive Budget Level FY 2004-2005
K	Sales to state agencies (LAPAS CODE - )	\$ 1,509,108	\$ 1,452,060	\$ 1,395,000	\$ 1,395,000	\$ 1,445,000	\$ 1,248,967
K	Sales to customers (LAPAS CODE - )	\$ 200,000	\$ 204,716	\$ 200,000	\$ 200,000	\$ 260,000	\$ 713,380



## 21-811 — Prison Enterprises



### Agency Description

The mission of the Prison Enterprises Program is threefold:

- Utilize the resources of the department in the production of food, fiber, and other necessary items used by the inmates in order to lower the cost of incarceration;
- Provide products and services to state agencies and agencies of parishes, municipalities, and other political subdivisions; and
- Provide work opportunities for inmates.

One of the main goals of Prison Enterprises is to maintain self-sufficiency, since no funds are appropriated to sustain its operations. Meeting this goal requires a constant balancing act between technology and labor-intensive approaches to the manufacturing process. In a prison setting, the number of jobs created is the focus, rather than pursuing the latest technology to reduce manpower.

Prison Enterprises has two activities: Industry Operations and Agriculture Operations.

- Industry Operations - The mission of Industry Operations is to utilize inmate labor in the production of low-cost goods and services, which reduce the overall cost of incarceration and save funds for other state agencies, parishes, and local government entities. The goals of this activity are:
  - Ensure total customer satisfaction with Prison Enterprises' products and services.
  - Promote and expand private sector involvement in prison-based work programs.
  - Increase the volume of sales to parish and local governmental entities with particular emphasis on correctional institutions.

Prison Enterprises operates fourteen different industries located within seven different adult correctional institutions across the state. The major goal of these operations is to provide quality, low-cost products to the department, thus reducing the cost of incarceration. Inmates, who are normally a financial burden on taxpayers, work to produce a variety of products and services that actually save taxpayer dollars. Prison Enterprises strives to produce goods that meet or exceed the quality of similar products available on state contract, offering them for sale at lower prices.

- Agriculture Operations - The mission of Agriculture Operations is to utilize inmate labor in the production of vegetables that are fed to the inmate population, growing a wide variety of crops sold on the open market and raising livestock. The goals of this activity are:

- Take full advantage of the resources, knowledge, and expertise of other state agencies involved in agriculture operations to improve Prison Enterprises' farming and livestock operations.
- In livestock, swinery, and farming operations, realize maximum productivity, manage the costs of production, and meet or exceed state and regional yields for similar operations.
- Maintain membership or join professional agriculture and livestock organizations to keep abreast of recent developments and advancements through training opportunities, periodicals, and published reports.

Prison Enterprises works with Louisiana State Penitentiary to raise over forty varieties of vegetables that are fed to LSP inmates at a substantial savings over open market prices. Range herd operations at several different prisons produce cattle that are sold at public auction. The proceeds from these sales are used to procure less expensive cuts of meat for resale to the prisons for feeding inmates. While prison-based agriculture operations have not been historically profitable, they play an important role in the institutional environment: increasing inmate jobs, decreasing the number of security officers necessary to supervise the inmate population, and assisting in basic work ethic development among the inmates.

For additional information, see:

[Prison Enterprises](#)

[Louisiana Legislative Fiscal Office](#)

## Prison Enterprises Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	22,071,422	22,402,908	22,402,908	22,682,955	22,620,295	217,387
Fees and Self-generated Revenues	4,665,668	5,669,911	5,669,911	5,665,235	5,299,985	(369,926)
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 26,737,090</b>	<b>\$ 28,072,819</b>	<b>\$ 28,072,819</b>	<b>\$ 28,348,190</b>	<b>\$ 27,920,280</b>	<b>\$ (152,539)</b>
<b>Expenditures &amp; Request:</b>						
Prison Enterprises	\$ 26,737,090	\$ 28,072,819	\$ 28,072,819	\$ 28,348,190	\$ 27,920,280	\$ (152,539)
<b>Total Expenditures &amp; Request</b>	<b>\$ 26,737,090</b>	<b>\$ 28,072,819</b>	<b>\$ 28,072,819</b>	<b>\$ 28,348,190</b>	<b>\$ 27,920,280</b>	<b>\$ (152,539)</b>



## Prison Enterprises Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Authorized Full-Time Equivalents:</b>						
Classified	92	92	92	92	89	(3)
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	92	92	92	92	89	(3)





## 811\_E000 — Prison Enterprises

Program Authorization: R.S. 15:1151-1161

### Program Description

The mission of the Prison Enterprises Program is threefold:

- Utilize the resources of the department in the production of food, fiber, and other necessary items used by the inmates in order to lower the cost of incarceration;
- Provide products and services to state agencies and agencies of parishes, municipalities, and other political subdivisions; and
- Provide work opportunities for inmates.

One of the main goals of Prison Enterprises is to maintain self-sufficiency, since no funds are appropriated to sustain its operations. Meeting this goal requires a constant balancing act between technology and labor-intensive approaches to the manufacturing process. In a prison setting, the number of jobs created is the focus, rather than pursuing the latest technology to reduce manpower.

Prison Enterprises has two activities: Industry Operations and Agriculture Operations.

- Industry Operations - The mission of Industry Operations is to utilize inmate labor in the production of low-cost goods and services, which reduce the overall cost of incarceration and save funds for other state agencies, parishes, and local government entities. The goals of this activity are:
  - Ensure total customer satisfaction with Prison Enterprises' products and services.
  - Promote and expand private sector involvement in prison-based work programs.
  - Increase the volume of sales to parish and local governmental entities with particular emphasis on correctional institutions.

Prison Enterprises operates fourteen different industries located within seven different adult correctional institutions across the state. The major goal of these operations is to provide quality, low-cost products to the department, thus reducing the cost of incarceration. Inmates, who are normally a financial burden on taxpayers, work to produce a variety of products and services that actually save taxpayer dollars. Prison Enterprises strives to produce goods that meet or exceed the quality of similar products available on state contract, offering them for sale at lower prices.

- Agriculture Operations - The mission of Agriculture Operations is to utilize inmate labor in the production of vegetables that are fed to the inmate population, growing a wide variety of crops sold on the open market and raising livestock. The goals of this activity are:
  - Take full advantage of the resources, knowledge, and expertise of other state agencies involved in agriculture operations to improve Prison Enterprises' farming and livestock operations.
  - In livestock, swinery, and farming operations, realize maximum productivity, manage the costs of production, and meet or exceed state and regional yields for similar operations.
  - Maintain membership or join professional agriculture and livestock organizations to keep abreast of recent developments and advancements through training opportunities, periodicals, and published reports.



Prison Enterprises works with Louisiana State Penitentiary to raise over forty varieties of vegetables that are fed to LSP inmates at a substantial savings over open market prices. Range herd operations at several different prisons produce cattle that are sold at public auction. The proceeds from these sales are used to procure less expensive cuts of meat for resale to the prisons for feeding inmates. While prison-based agriculture operations have not been historically profitable, they play an important role in the institutional environment: increasing inmate jobs, decreasing the number of security officers necessary to supervise the inmate population, and assisting in basic work ethic development among the inmates.

For additional information, see:

[Prison Enterprises](#)

[Louisiana Legislative Fiscal Office](#)

## Prison Enterprises Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	22,071,422	22,402,908	22,402,908	22,682,955	22,620,295	217,387
Fees and Self-generated Revenues	4,665,668	5,669,911	5,669,911	5,665,235	5,299,985	(369,926)
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 26,737,090</b>	<b>\$ 28,072,819</b>	<b>\$ 28,072,819</b>	<b>\$ 28,348,190</b>	<b>\$ 27,920,280</b>	<b>\$ (152,539)</b>
<b>Expenditures &amp; Request:</b>						
Personal Services	\$ 4,540,346	\$ 3,804,057	\$ 3,804,057	\$ 3,991,296	\$ 4,447,322	\$ 643,265
Total Operating Expenses	18,793,262	20,478,967	20,478,967	20,784,840	19,909,371	(569,596)
Total Professional Services	299,541	403,017	403,017	410,760	403,017	0
Total Other Charges	1,471,805	1,555,717	1,555,717	1,551,414	1,550,690	(5,027)
Total Acq & Major Repairs	1,632,136	1,831,061	1,831,061	1,609,880	1,609,880	(221,181)
Total Unallotted	0	0	0	0	0	0
<b>Total Expenditures &amp; Request</b>	<b>\$ 26,737,090</b>	<b>\$ 28,072,819</b>	<b>\$ 28,072,819</b>	<b>\$ 28,348,190</b>	<b>\$ 27,920,280</b>	<b>\$ (152,539)</b>
<b>Authorized Full-Time Equivalents:</b>						
Classified	92	92	92	92	89	(3)
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	<b>92</b>	<b>92</b>	<b>92</b>	<b>92</b>	<b>89</b>	<b>(3)</b>



## Source of Funding

This program is funded with Fees and Self-generated Revenues and Interagency Transfers derived from sales to state agencies, municipalities, parishes, non-profit organizations and sales of surplus farm products on the open market.

## Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	<b>Mid-Year Adjustments (BA-7s):</b>
\$ 0	\$ 28,072,819	92	<b>Existing Oper Budget as of 12/02/03</b>
<b>Statewide Major Financial Changes:</b>			
0	63,705	0	Annualize Classified State Employee Merits
0	61,816	0	Classified State Employees Merit Increases
0	41,612	0	State Employee Retirement Rate Adjustment
0	44,256	0	Group Insurance for Active Employees
0	658,271	0	Salary Base Adjustment
0	(123,149)	0	Attrition Adjustment
0	(120,708)	(3)	Personnel Reductions
0	(466,266)	0	Salary Funding from Other Line Items
0	1,609,880	0	Acquisitions & Major Repairs
0	(1,831,061)	0	Non-Recurring Acquisitions & Major Repairs
0	(5,526)	0	Risk Management
0	22	0	UPS Fees
0	290	0	Civil Service Fees
0	187	0	CPTP Fees
<b>Non-Statewide Major Financial Changes:</b>			
0	(44,256)	0	Group Insurance Funding from Other Line Items
0	(41,612)	0	Retirement Funding from Other Line Items
\$ 0	\$ 27,920,280	89	<b>Recommended FY 2004-2005</b>
\$ 0	\$ 0	0	<b>Less Governor's Supplementary Recommendations</b>
\$ 0	\$ 27,920,280	89	<b>Base Executive Budget FY 2004-2005</b>
\$ 0	\$ 27,920,280	89	<b>Grand Total Recommended</b>



## Professional Services

Amount	Description
\$115,710	Management Consulting Contracts to provide economic impact studies on Prison Enterprises operations; provides information from milk weight and information for sound management of dairy operations; provides programming for the Prison Enterprises computers; provides forestry management consulting for timber operations
\$90,000	Engineering and Architectural Contracts to provide technical assistance for construction and expansion of Prison Enterprises operations
\$80,807	Veterinary Services for animals utilized in farm operations
\$116,500	Other Professional Services to provide for consultation regarding formulations of Hunt Soap Plant products; agronomy and entomology consulting for LSP farm; provide consultation regarding improvements of Prison Enterprises transportation; provide for forestry consultant services; provide consulting services to assist in the license plate operations for Puerto Rico; provide for agricultural consulting services; provide consultation on Prison Enterprises rangeherd operations
<b>\$403,017</b>	<b>TOTAL PROFESSIONAL SERVICES</b>

## Other Charges

Amount	Description
	<b>Other Charges:</b>
\$1,184,829	Incentive wages
<b>\$1,184,829</b>	<b>SUB-TOTAL OTHER CHARGES</b>
	<b>Interagency Transfers:</b>
\$229,647	Allocation to the Office of Risk Management
\$76,895	Allocation to the Office of Telecommunications
\$42,319	Legislative Auditor
\$11,240	Department of Civil Service
\$1,327	Comprehensive Public Training Program
\$4,433	UPS Fees
<b>\$365,861</b>	<b>SUB-TOTAL INTERAGENCY TRANSFERS</b>
<b>\$1,550,690</b>	<b>TOTAL OTHER CHARGES</b>

## Acquisitions and Major Repairs

Amount	Description
\$1,355,380	Acquisition of replacement equipment
\$254,500	Major Repairs
<b>\$1,609,880</b>	<b>TOTAL ACQUISITIONS AND MAJOR REPAIRS</b>

## Performance Information

### 1. (KEY) To maintain or increase product sales through marketing efforts.

Strategic Link: This objective is related to Strategic Objective I.1, related to providing quality products and services at competitive prices.

Louisiana: Vision 2020 Link: Not Applicable

Children's Cabinet Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Link(s): Not Applicable

Explanatory Note: The sales figures shown in the table below do not represent total Prison Enterprises sales. The determination of future revenues for the Prison Enterprises Program is often dictated by the budgets of other state agencies and by market conditions and other factors that affect the sales of many of the program's products. These factors can cause revenues to fluctuate drastically from year to year in individual operations, making projections very difficult. However, in certain areas of Prison Enterprises operations, the program does have some degree of control and can take steps to increase these revenues. These operations consist of manufacturing entities that produce goods that can be used by state agencies and nonstate agencies other than the Department of Public Safety and Corrections, Office of Corrections Services. Through effective use of marketing and the program's sales force, the program looks to improve its performance in these entities. As a result, the sales indicators below are based upon sales of products from industries that are affected by these elements, which can be readily measured from year to year.

### Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend		Performance		Performance	
		Performance Standard FY 2002-2003	Actual Yearend Performance FY 2002-2003	Standard as Initially Appropriated FY 2003-2004	Existing Performance Standard FY 2003-2004	Performance At Continuation Budget Level FY 2004-2005	Performance At Executive Budget Level FY 2004-2005
K	Sales to state agencies (LAPAS CODE - 6007)	\$ 1,114,310	\$ 1,860,202	\$ 1,542,701	\$ 1,542,701	\$ 1,938,248	\$ 1,938,248
K	Sales to non-state agencies (LAPAS CODE - 6008)	\$ 835,361	\$ 1,173,866	\$ 927,363	\$ 927,363	\$ 1,200,276	\$ 1,200,276

## 2. (KEY) To maintain or increase direct savings to the state through payment of inmate incentive wages.

Strategic Link: This objective is related to program's Strategic Objective IV.1: To track, collect, and maintain documentation of specific examples of money saved through the use of inmate-produced goods and services.

Louisiana: Vision 2020 Link: Not Applicable

Children's Cabinet Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Link(s): Not Applicable



Explanatory Note: Payment of inmate incentive wages by the Prison Enterprises Program for the entire Office of Corrections Services is one measure of direct savings to the state. Since all Prison Enterprises revenues are self-generated, payment of these wages avoids necessitating an appropriation from the General Fund for payment of these amounts. While any increase of this amount represents additional amounts saved by the General Fund, the Prison Enterprises Program hopes to control the incrementation of these wages through various means. This will not be an indication of less savings to the state but will represent an overall lesser liability incurred. However, at this time the program projects an increase in this amount and therefore additional savings to the General Fund.

Due to legislation requiring inmates to serve a certain portion of their sentence before earning goodtime, more inmates are being paid incentive wages because they are not eligible to earn goodtime.

### Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard	Actual Yearend Performance	Performance Standard as Initially Appropriated	Existing Performance Standard	Performance At Continuation Budget Level	Performance At Executive Budget Level
		FY 2002-2003	FY 2002-2003	FY 2003-2004	FY 2003-2004	FY 2004-2005	FY 2004-2005
K	Amount of inmate incentive wages paid (LAPAS CODE - 6009)	\$ 1,457,649	\$ 1,232,190	\$ 1,391,700	\$ 1,391,700	\$ 1,275,000	\$ 1,275,000

### 3. (KEY) To increase overall agency sales by 2.5%.

Strategic Link: This objective is related to the program's Strategic Objective I.1, II.1 and II.2: To provide quality products and services at competitive prices, and attracting private sector/Prison Industry Enhancement Programs and other partnership opportunities.

Louisiana: Vision 2020 Link: Not Applicable

Children's Cabinet Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Link(s): Not Applicable

Explanatory Note: These sales are not included in Objective 1. These indicators are based upon sales of products from industries and agriculture operations, which are not necessarily affected by increased marketing effort. However, other factors do affect the sales of these operations. Several potential industry operations are currently under consideration, each of which will generate additional revenue. Studies on expanding product lines to maximize the production capacity of existing operations are ongoing. The program also continues to try to increase the number of public/private partnerships that utilize inmate labor in order to generate income for Prison Enterprises.

## Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2002-2003	Actual Yearend Performance FY 2002-2003	Performance Standard as Initially Appropriated FY 2003-2004	Existing Performance Standard FY 2003-2004	Performance At Continuation Budget Level FY 2004-2005	Performance At Executive Budget Level FY 2004-2005
K	Sales to agencies within the Department of Corrections (LAPAS CODE - 14664)	\$ 10,144,103	\$ 9,319,875	\$ 9,472,876	\$ 9,472,876	\$ 8,460,013	\$ 8,460,013
K	Sales to state agencies (LAPAS CODE - 14666)	\$ 2,429,696	\$ 3,099,228	\$ 3,156,870	\$ 3,156,870	\$ 3,088,168	\$ 3,088,168
K	Sales to non-state agencies (LAPAS CODE - 14699)	\$ 2,532,686	\$ 1,972,230	\$ 2,189,910	\$ 2,189,910	\$ 2,797,741	\$ 2,797,741
K	Sales to canteens (LAPAS CODE - 14670)	\$ 6,012,950	\$ 6,270,240	\$ 6,331,868	\$ 6,331,868	\$ 8,395,765	\$ 8,395,765



## 21-813 — Sabine River Authority

### Agency Description

The Sabine River Authority has only one program, the Sabine River Authority program. Therefore the mission and goals of the Sabine River Authority are the same as those listed for the program in the program description that follows. The Sabine River Authority provides economic development, public recreation, and hydroelectric power and water for agricultural and industrial uses through the use of the Sabine River and its tributaries. Sabine River Authority is an ancillary agency of the Department of Transportation and Development.

### Sabine River Authority Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 116,739	\$ 0	\$ 350,374	\$ 0	\$ 0	\$ (350,374)
<b>State General Fund by:</b>						
Total Interagency Transfers	0	0	0	0	0	0
Fees and Self-generated Revenues	3,495,108	5,338,951	5,587,831	5,352,579	5,336,549	(251,282)
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	55,135	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 3,666,982</b>	<b>\$ 5,338,951</b>	<b>\$ 5,938,205</b>	<b>\$ 5,352,579</b>	<b>\$ 5,336,549</b>	<b>\$ (601,656)</b>
<b>Expenditures &amp; Request:</b>						
Sabine River Authority	\$ 3,666,982	\$ 5,338,951	\$ 5,938,205	\$ 5,352,579	\$ 5,336,549	\$ (601,656)
<b>Total Expenditures &amp; Request</b>	<b>\$ 3,666,982</b>	<b>\$ 5,338,951</b>	<b>\$ 5,938,205</b>	<b>\$ 5,352,579</b>	<b>\$ 5,336,549</b>	<b>\$ (601,656)</b>
<b>Authorized Full-Time Equivalents:</b>						
Classified	58	58	58	58	58	0
Unclassified	2	2	2	2	1	(1)
<b>Total FTEs</b>	<b>60</b>	<b>60</b>	<b>60</b>	<b>60</b>	<b>59</b>	<b>(1)</b>





## 813\_E000 — Sabine River Authority

Article 14, Section 45 of the 1921 Louisiana Constitution; R.S. 38:2321-2337; R.S. 36:801.1; Act 205 of 1987; Act 272 of 1990; Senate Bill 34 of 1990. Additional documents, agreements, contracts and/or guidelines Sabine River Authority is mandated to operate by and adhere to: Power Sales Agreement between Sabine River Authority, State of Louisiana, Sabine River Authority of Texas and Central Louisiana Electric Company, Gulf States Utilities Company and Louisiana Power and Light; Indenture of Trust (Toledo Bend) and all amendments thereto; Sabine River Compact; Federal Energy Regulatory Commission License; Contract and Agreement between the Department of Public Works and the State Bond Commission (Diversion Canal System Trust); Water Sales Contracts; Memorandum of agreement between Sabine River Authority of Texas and Sabine River Authority, State of Louisiana and supplemental agreements thereto; and, Basic Contract between Sabine River Authority of Texas and Sabine River Authority, State of Louisiana.

### Program Description

The mission of the Sabine River Authority Program is to provide for economic utilization and preservation of the waters of the Sabine River and its tributaries by promoting economic development, irrigation, navigation, improved water supply, drainage, public recreation, and hydroelectric power for the citizens of Louisiana.

The Sabine River is an important economic and recreational asset of Louisiana. The goal of the Sabine River Authority Program is to ensure high quality and abundant water supply for municipal, industrial, agricultural, and recreational uses for the citizens of Louisiana.

For additional information, see:

### Sabine River Authority

### Sabine River Authority Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 116,739	\$ 0	\$ 350,374	\$ 0	\$ 0	\$ (350,374)
<b>State General Fund by:</b>						
Total Interagency Transfers	0	0	0	0	0	0
Fees and Self-generated Revenues	3,495,108	5,338,951	5,587,831	5,352,579	5,336,549	(251,282)
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	55,135	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 3,666,982</b>	<b>\$ 5,338,951</b>	<b>\$ 5,938,205</b>	<b>\$ 5,352,579</b>	<b>\$ 5,336,549</b>	<b>\$ (601,656)</b>
<b>Expenditures &amp; Request:</b>						



## Sabine River Authority Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
Personal Services	\$ 1,926,847	\$ 2,334,754	\$ 2,334,754	\$ 2,426,593	\$ 2,498,465	\$ 163,711
Total Operating Expenses	769,024	975,781	975,781	990,425	975,781	0
Total Professional Services	144,207	346,724	346,724	346,724	346,724	0
Total Other Charges	511,526	1,168,692	1,168,692	1,006,037	932,779	(235,913)
Total Acq & Major Repairs	315,378	513,000	1,112,254	582,800	582,800	(529,454)
Total Unallotted	0	0	0	0	0	0
<b>Total Expenditures &amp; Request</b>	<b>\$ 3,666,982</b>	<b>\$ 5,338,951</b>	<b>\$ 5,938,205</b>	<b>\$ 5,352,579</b>	<b>\$ 5,336,549</b>	<b>\$ (601,656)</b>
<b>Authorized Full-Time Equivalents:</b>						
Classified	58	58	58	58	58	0
Unclassified	2	2	2	2	1	(1)
<b>Total FTEs</b>	<b>60</b>	<b>60</b>	<b>60</b>	<b>60</b>	<b>59</b>	<b>(1)</b>

## Source of Funding

This program is funded with fees and self-generated revenues from hydroelectric power sales and water sales, rental fees for recreational camp sites, permits for work along the shoreline of Toledo Bend Reservoir, and Cypress Bend Golf Course.

## Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 350,374	\$ 599,254	0	<b>Mid-Year Adjustments (BA-7s):</b>
\$ 350,374	\$ 5,938,205	60	<b>Existing Oper Budget as of 12/02/03</b>
<b>Statewide Major Financial Changes:</b>			
0	16,287	0	Annualize Classified State Employee Merits
0	16,286	0	Classified State Employees Merit Increases
0	19,540	0	State Employee Retirement Rate Adjustment
0	24,317	0	Group Insurance for Active Employees
0	92,601	0	Salary Base Adjustment
0	(40,269)	0	Attrition Adjustment
0	0	(1)	Personnel Reductions
0	(73,320)	0	Salary Funding from Other Line Items
0	582,800	0	Acquisitions & Major Repairs
0	(646,053)	0	Non-Recurring Acquisitions & Major Repairs
(350,374)	(599,254)	0	Non-recurring Carry Forwards
0	5,347	0	Risk Management
0	(11)	0	Civil Service Fees



## Major Changes from Existing Operating Budget (Continued)

General Fund	Total Amount	Table of Organization	Description
0	73	0	CPTP Fees
<b>Non-Statewide Major Financial Changes:</b>			
\$ 0	\$ 5,336,549	59	<b>Recommended FY 2004-2005</b>
\$ 0	\$ 0	0	<b>Less Governor's Supplementary Recommendations</b>
\$ 0	\$ 5,336,549	59	<b>Base Executive Budget FY 2004-2005</b>
\$ 0	\$ 5,336,549	59	<b>Grand Total Recommended</b>

## Professional Services

Amount	Description
\$18,500	Audit of the Sabine River Authority's financial records.
\$12,500	Audit of ALH No. Five financial records.
\$6,000	Financial advice to the Sabine River Authority's Board of Commissioners.
\$50,000	Legal counsel to the Board of Commissioners.
\$20,000	Legal counsel to the Board of Commissioners.
\$20,000	Legal counsel to the Board of Commissioners.
\$10,000	Security at Sabine River Authority park sites during holidays, weekends, etc.
\$50,000	Provide water level study on Toledo Bend Reservoir.
\$100,000	Special projects at the Diversion Canal.
\$59,724	Various permits, appraisals and surveys.
<b>\$346,724</b>	<b>TOTAL PROFESSIONAL SERVICES</b>

## Other Charges

Amount	Description
<b>Other Charges:</b>	
\$258,984	Economic Development incentive program for training of tourist information consultants and maintenance personnel, as well as participation in various sport and travel shows. Also provides funding for training of maintenance employees in order to facilitate accomplishing technical maintenance in-house.
\$27,025	Florida/Lunker Bass stocking program - To provide funding for the purchase of Florida strain Black Bass to be released in Toledo Bend Reservoir.
\$265,000	Water Royalty Payments - Louisiana must remit payment to the Toledo Bend Project Joint Operations for water royalties.
\$158,011	Clearing and Marking Boat Lanes - To provide funding for the maintenance and replacement of water buoys installed by SRA utilizing a 75% match from the Dingell-Johnson Wallop-Breaux Funds administered by the Department of Wildlife and Fisheries.
<b>\$709,020</b>	<b>SUB-TOTAL OTHER CHARGES</b>
<b>Interagency Transfers:</b>	



## Other Charges (Continued)

Amount	Description
\$133,767	Risk Management adjustment
\$30,000	OTM Fees
\$59,992	Civil Service and CPTP
<b>\$223,759</b>	<b>SUB-TOTAL INTERAGENCY TRANSFERS</b>
<b>\$932,779</b>	<b>TOTAL OTHER CHARGES</b>

## Acquisitions and Major Repairs

Amount	Description
\$20,000	Purchase two utility mules.
\$60,000	Purchase three 1/2 ton extended cab pickup trucks.
\$1,500	Purchase computer hardware for Global Positioning System.
\$1,500	Purchase computer software for Global Positioning System.
\$15,000	Purchase playground equipment for site 15.
\$15,000	Purchase one Ram Jet sewer jetter.
\$10,000	Purchase one Jacobsen mower.
\$20,000	Purchase one utility vehicle.
\$50,000	Purchase one 5 yard dump truck.
\$11,000	Purchase one zero radius mower.
\$90,000	Purchase one 66' Vibratory Padfoot compactor.
\$7,500	Construct pavilion at Pleasure Point Park.
\$5,000	Construct fishing pier at Pleasure Point Park.
\$10,000	Refurbish old bathroom for a laundry house at Cypress Bend Park.
\$20,000	Remodel two bathhouses at Cypress Bend Park.
\$5,000	Roof repair on bathhouse at Cypress Bend Park.
\$17,000	Upgrade telephone system at SRD.
\$100,000	Repair pump and motor at SRD pump station.
\$6,600	Repair the excavator at SRD.
\$14,000	Replace valves on pump station at PPG & Lyondell.
\$3,700	Remodel administration and shop employee break area.
\$25,000	Resurface levee crowns on canal.
\$75,000	Blast and paint overhead pipelines on diversion canal.
<b>\$582,800</b>	<b>TOTAL ACQUISITIONS AND MAJOR REPAIRS</b>

## Performance Information

- (KEY) To maintain revenues from recreational fees, payments from Cypress Bend Resort and water sales from Toledo Bend Reservoir to at least \$1,316,000.**

Strategic Link: Not applicable.

Louisiana: Vision 2020 Link: Not applicable.

Children's Budget Link: Not applicable.

Human Resource Policies Beneficial to Women and Families Link: Not applicable.

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, Other): Not applicable.

### Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2002-2003	Actual Yearend Performance FY 2002-2003	Performance Standard as Initially Appropriated FY 2003-2004	Existing Performance Standard FY 2003-2004	Performance At Continuation Budget Level FY 2004-2005	Performance At Executive Budget Level FY 2004-2005
K	Revenue from selected sources (LAPAS CODE - 8684)	\$ 1,260,000	\$ 1,285,764	\$ 1,316,000	\$ 1,316,000	\$ 1,316,000	\$ 1,316,000
	Water Sales, Recreation Site Revenue, and payments from Cypress Bend Resort.						
S	Revenues from water sales from reservoir (LAPAS CODE - 8685)	\$ 950,000	\$ 880,299	\$ 940,000	\$ 940,000	\$ 940,000	\$ 940,000
S	Revenue from recreation site visitors (LAPAS CODE - 8686)	\$ 334,000	\$ 334,483	\$ 334,000	\$ 334,000	\$ 334,000	\$ 334,000
S	Payments from Cypress Bend Resort (LAPAS CODE - 8687)	\$ 42,000	\$ 62,982	\$ 42,000	\$ 42,000	\$ 42,000	\$ 42,000
S	Revenue from power generation (LAPAS CODE - 6011)	\$ 2,534,000	\$ 2,039,394	\$ 2,534,000	\$ 2,534,000	\$ 2,534,000	\$ 2,534,000

## 2. (KEY) To protect the groundwater supplies of the Chicot aquifer from depletion by providing sufficient fresh water to meet the industrial and agricultural needs.

Strategic Link: Not applicable.

Louisiana: Vision 2020 Link: Not applicable.

Children's Budget Link: Not applicable.

Human Resource Policies Beneficial to Women and Families Link: Not applicable.

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, Other): Not applicable.



### Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2002-2003	Actual Yearend Performance FY 2002-2003	Performance Standard as Initially Appropriated FY 2003-2004	Existing Performance Standard FY 2003-2004	Performance At Continuation Budget Level FY 2004-2005	Performance At Executive Budget Level FY 2004-2005
K	Percentage of measurements above 115 feet below land surface (LAPAS CODE - 10445)	100%	100%	100%	100%	100%	100%
S	Revenue from sale of water from canal system (LAPAS CODE - 6017)	\$ 1,800,000	\$ 1,842,298	\$ 1,800,000	\$ 1,800,000	\$ 1,800,000	\$ 1,800,000
S	Billion of gallons of water provided (LAPAS CODE - 6018)	20.0	20.0	20.0	20.0	20.0	20.0

### 3. (KEY) To maintain the number of visitors to recreation sites to at least 155,000.

Strategic Link: Not applicable.

Louisiana: Vision 2020 Link: Not applicable.

Children's Budget Link: Not applicable.

Human Resource Policies Beneficial to Women and Families Link: Not applicable.

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, Other): Not applicable.

### Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2002-2003	Actual Yearend Performance FY 2002-2003	Performance Standard as Initially Appropriated FY 2003-2004	Existing Performance Standard FY 2003-2004	Performance At Continuation Budget Level FY 2004-2005	Performance At Executive Budget Level FY 2004-2005
K	Number of recreation site visitors (LAPAS CODE - 6020)	155,000	129,845	155,000	155,000	155,000	155,000
Data is collected at three sites only. Other sites are less developed and do not have controlled access.							
S	Revenue from recreation site visitors (LAPAS CODE - 6021)	\$ 334,000	\$ 334,483	\$ 334,000	\$ 334,000	\$ 334,000	\$ 334,000
S	Operating expenditures for recreation sites (LAPAS CODE - 8689)	\$ 425,000	\$ 390,813	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000
S	Net cost per recreation site visitor (LAPAS CODE - 8690)	\$ 0.60	\$ 0.51	\$ 0.43	\$ 0.43	\$ 0.43	\$ 0.43



**4. (KEY) To improve the economic conditions of West Central Louisiana as indicated by an increase of 2% in lake area hotel/motel tax collections and city of Many sales tax collections over the year.**

Strategic Link: Not applicable.

Louisiana: Vision 2020 Link: Not applicable.

Children's Budget Link: Not applicable.

Human Resource Policies Beneficial to Women and Families Link: Not applicable.

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, Other): Not applicable.

**Performance Indicators**

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2002-2003	Actual Yearend Performance FY 2002-2003	Performance Standard as Initially Appropriated FY 2003-2004	Existing Performance Standard FY 2003-2004	Performance At Continuation Budget Level FY 2004-2005	Performance At Executive Budget Level FY 2004-2005
K	Percentage increase in lakeside hotel/motel occupancy tax over previous year (LAPAS CODE - 6022)	2%	10%	2%	2%	2%	2%
S	Hotel/motel tax collections (LAPAS CODE - 6023)	\$ 78,000	\$ 84,093	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000
S	Percentage increase in Many sales tax collections over previous year (LAPAS CODE - 8691)	2.00%	0	2.00%	2.00%	2.00%	2.00%
S	Many sales tax collections (LAPAS CODE - 8692)	\$ 1,031,000	\$ 1,079,150	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000



## 21-829 — Office of Aircraft Services

### Agency Description

The mission of Flight Maintenance Operations is to oversee maintenance and care of state-owned planes and helicopters operated by the State. This includes servicing, fueling, and storing aircraft.

The agency's goal is to have no aircraft accidents caused by equipment malfunction stemming from inadequate or faulty maintenance.

Flight Maintenance Operations ensures flight safety, maintains high safety standards while minimizing aircraft downtime for repairs, and provides high quality, efficient, and economical repair and fueling services for state-operated aircraft.

Services are currently supplied to the Louisiana Department of Public Safety, Department of Wildlife and Fisheries, Department of Agriculture and Forestry, Department of Environmental Quality, Department of Transportation and Development, United States Air Force Civil Air Patrol, United States Coast Guard Auxiliary, States Border Patrol, United States White House Communication Agency, and the United States Presidential Transportation Agency.

### Office of Aircraft Services Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	980,057	1,664,103	1,664,103	1,687,323	1,661,355	(2,748)
Fees and Self-generated Revenues	45,000	66,736	66,736	66,736	66,736	0
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 1,025,057</b>	<b>\$ 1,730,839</b>	<b>\$ 1,730,839</b>	<b>\$ 1,754,059</b>	<b>\$ 1,728,091</b>	<b>\$ (2,748)</b>
<b>Expenditures &amp; Request:</b>						
Flight Maintenance	\$ 1,025,057	\$ 1,730,839	\$ 1,730,839	\$ 1,754,059	\$ 1,728,091	\$ (2,748)
<b>Total Expenditures &amp; Request</b>	<b>\$ 1,025,057</b>	<b>\$ 1,730,839</b>	<b>\$ 1,730,839</b>	<b>\$ 1,754,059</b>	<b>\$ 1,728,091</b>	<b>\$ (2,748)</b>





## Office of Aircraft Services Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Authorized Full-Time Equivalents:</b>						
Classified	4	4	4	4	4	0
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	4	4	4	4	4	0



## 829\_E000 — Flight Maintenance

Program Authorization: R.S. 36:501, 504

### Program Description

The mission of the Flight Maintenance Program is to oversee maintenance and care of state-owned planes and helicopters operated by the State. This includes servicing, fueling, and storing aircraft.

The program's goal is to have no aircraft accidents caused by equipment malfunction stemming from inadequate or faulty maintenance.

The Flight Maintenance Program ensures flight safety, maintains high safety standards while minimizing aircraft downtime for repairs, and provides high quality, efficient, and economical repair and fueling services for state-operated aircraft.

Services are currently supplied for the Louisiana Department of Public Safety, Department of Wildlife and Fisheries, Department of Agriculture and Forestry, Department of Environmental Quality, Department of Transportation and Development, United States Air Force Civil Air Patrol, United States Coast Guard Auxiliary, States Border Patrol, United States White House Communication Agency, and the United States Presidential Transportation Agency.

### Flight Maintenance Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	980,057	1,664,103	1,664,103	1,687,323	1,661,355	(2,748)
Fees and Self-generated Revenues	45,000	66,736	66,736	66,736	66,736	0
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 1,025,057</b>	<b>\$ 1,730,839</b>	<b>\$ 1,730,839</b>	<b>\$ 1,754,059</b>	<b>\$ 1,728,091</b>	<b>\$ (2,748)</b>
<b>Expenditures &amp; Request:</b>						
Personal Services	\$ 175,067	\$ 268,280	\$ 268,280	\$ 274,506	\$ 272,666	\$ 4,386
Total Operating Expenses	827,233	1,434,508	1,434,508	1,456,258	1,432,466	(2,042)
Total Professional Services	0	0	0	0	0	0



## Flight Maintenance Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
Total Other Charges	16,403	28,051	28,051	23,295	22,959	(5,092)
Total Acq & Major Repairs	6,355	0	0	0	0	0
Total Unallotted	0	0	0	0	0	0
<b>Total Expenditures &amp; Request</b>	<b>\$ 1,025,057</b>	<b>\$ 1,730,839</b>	<b>\$ 1,730,839</b>	<b>\$ 1,754,059</b>	<b>\$ 1,728,091</b>	<b>\$ (2,748)</b>

### Authorized Full-Time Equivalents:

Classified	4	4	4	4	4	0
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>0</b>

## Source of Funding

This program is funded with Interagency Transfers from agencies who utilize flight services and Fees and Self Generated revenue derived from federal, state, and local governments for hangar rentals, fueling and maintenance charges.

## Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	<b>Mid-Year Adjustments (BA-7s):</b>
\$ 0	\$ 1,730,839	4	<b>Existing Oper Budget as of 12/02/03</b>
<b>Statewide Major Financial Changes:</b>			
0	2,605	0	Annualize Classified State Employee Merits
0	1,579	0	Classified State Employees Merit Increases
0	2,459	0	State Employee Retirement Rate Adjustment
0	2,042	0	Group Insurance for Active Employees
0	(4,299)	0	Attrition Adjustment
0	(4,859)	0	Risk Management
0	(23)	0	UPS Fees
0	(195)	0	Civil Service Fees
0	(15)	0	CPTP Fees
<b>Non-Statewide Major Financial Changes:</b>			



## Major Changes from Existing Operating Budget (Continued)

General Fund	Total Amount	Table of Organization	Description
0	(2,042)	0	Group Insurance Funding from Other Line Items
\$ 0	\$ 1,728,091	4	<b>Recommended FY 2004-2005</b>
\$ 0	\$ 0	0	<b>Less Governor's Supplementary Recommendations</b>
\$ 0	\$ 1,728,091	4	<b>Base Executive Budget FY 2004-2005</b>
\$ 0	\$ 1,728,091	4	<b>Grand Total Recommended</b>

## Professional Services

Amount	Description
	This program does not have funding for Professional Services for Fiscal Year 2004-2005

## Other Charges

Amount	Description
	<b>Other Charges:</b>
	This program does not have funding for Other Charges for Fiscal Year 2004-2005.
<b>\$0</b>	<b>SUB-TOTAL OTHER CHARGES</b>
	<b>Interagency Transfers:</b>
\$11,791	Office of Risk Management fees
\$9,804	Miscellaneous fees for statewide expenses
\$179	Division of Administration - Uniform Payroll Services
\$41	Division of Administration - Comprehensive Public Training Program (CPTP)
\$344	Department of Civil Service fees
\$800	Office of Telecommunication Management fees
<b>\$22,959</b>	<b>SUB-TOTAL INTERAGENCY TRANSFERS</b>
<b>\$22,959</b>	<b>TOTAL OTHER CHARGES</b>

## Acquisitions and Major Repairs

Amount	Description
	This program does not have funding for Acquisitions and Major Repairs for Fiscal Year 2004-2005.



## Performance Information

### 1. (KEY) To strive for no more than 10% of scheduled flight cancellations due to non-scheduled maintenance.

Strategic Link: Not Applicable

Louisiana: Vision 2020 Link: Not Applicable

Children's Budget Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Links: Not Applicable

### Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2002-2003	Actual Yearend Performance FY 2002-2003	Performance Standard as Initially Appropriated FY 2003-2004	Existing Performance Standard FY 2003-2004	Performance At Continuation Budget Level FY 2004-2005	Performance At Executive Budget Level FY 2004-2005
K	Percentage of flights canceled due to unscheduled maintenance (LAPAS CODE - 8694)	5%	0	10%	10%	10%	10%
K	Number of flights cancelled due to unscheduled maintenance. (LAPAS CODE - 17015)	0	0	0	0	0	0

### 2. (KEY) To maintain maintenance man-hour costs below the national average as published by the Federal Aviation Administration (FAA).

Strategic Link: Not Applicable

Louisiana: Vision 2020 Link: Not Applicable

Children's Budget Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Links: Not Applicable

## Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2002-2003	Actual Yearend Performance FY 2002-2003	Performance Standard as Initially Appropriated FY 2003-2004	Existing Performance Standard FY 2003-2004	Performance At Continuation Budget Level FY 2004-2005	Performance At Executive Budget Level FY 2004-2005
K	National man-hour cost average (LAPAS CODE - 8696)	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60
K	State man-hours cost average (LAPAS CODE - 8697)	\$ 23	\$ 23	\$ 23	\$ 23	\$ 23	\$ 23
K	Number of fixed wing aircraft maintained (LAPAS CODE - 8698)	30	30	30	34	34	34
K	Number of helicopters maintained (LAPAS CODE - 8699)	7	7	7	7	7	7



## 21-860 — Municipal Facility Revolving Loan

### Agency Description

The Municipal Facilities Revolving Loan Fund helps individual citizens and local governments participate in environmental programs by assisting municipalities to finance and construct wastewater treatment works and drinking water facilities.

- The fund assists recipients of EPA and construction grants in providing project inspection, construction management, and overall program management services, required for the completion of the EPA program, as outlined in the management grant.
- Regional meetings are held in the states eight planning districts with one-on one follow up meetings to make municipalities more aware of the program benefits and requirements.

For additional information, see:

[Municipal Facility Revolving Loan](#)

### Municipal Facility Revolving Loan Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	0	0	0	0	0	0
Fees and Self-generated Revenues	0	0	0	0	0	0
Statutory Dedications	39,111,336	45,000,000	45,000,000	45,000,000	45,000,000	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 39,111,336</b>	<b>\$ 45,000,000</b>	<b>\$ 45,000,000</b>	<b>\$ 45,000,000</b>	<b>\$ 45,000,000</b>	<b>\$ 0</b>
<b>Expenditures &amp; Request:</b>						
Municipal Facility Revolving Loan	\$ 39,111,336	\$ 45,000,000	\$ 45,000,000	\$ 45,000,000	\$ 45,000,000	\$ 0
<b>Total Expenditures &amp; Request</b>	<b>\$ 39,111,336</b>	<b>\$ 45,000,000</b>	<b>\$ 45,000,000</b>	<b>\$ 45,000,000</b>	<b>\$ 45,000,000</b>	<b>\$ 0</b>
<b>Authorized Full-Time Equivalents:</b>						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



## 860\_E000 — Municipal Facility Revolving Loan

Program Authorization: R.S. 30:2078 and 40:2821-2826

### Program Description

The Municipal Facilities Revolving Loan Fund helps individual citizens and local governments participate in environmental programs by assisting municipalities to finance and construct wastewater treatment works and drinking water facilities.

- The fund assists recipients of EPA and construction grants in providing project inspection, construction management, and overall program management services, required for the completion of the EPA program, as outlined in the management grant.
- Regional meetings are held in the states eight planning districts with one-on one follow up meetings to make municipalities more aware of the program benefits and requirements.

### Municipal Facility Revolving Loan Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	0	0	0	0	0	0
Fees and Self-generated Revenues	0	0	0	0	0	0
Statutory Dedications	39,111,336	45,000,000	45,000,000	45,000,000	45,000,000	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 39,111,336</b>	<b>\$ 45,000,000</b>	<b>\$ 45,000,000</b>	<b>\$ 45,000,000</b>	<b>\$ 45,000,000</b>	<b>\$ 0</b>
<b>Expenditures &amp; Request:</b>						
Personal Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Operating Expenses	0	0	0	0	0	0
Total Professional Services	0	0	0	0	0	0
Total Other Charges	39,111,336	45,000,000	45,000,000	45,000,000	45,000,000	0
Total Acq & Major Repairs	0	0	0	0	0	0
Total Unallotted	0	0	0	0	0	0





## Municipal Facility Revolving Loan Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Total Expenditures &amp; Request</b>	\$ 39,111,336	\$ 45,000,000	\$ 45,000,000	\$ 45,000,000	\$ 45,000,000	\$ 0
<b>Authorized Full-Time Equivalents:</b>						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	0	0	0	0	0	0

## Source of Funding

This program is funded with Statutory Dedications from the Municipal Facilities Revolving Loan Fund (R.S. 30:2078). The MFRLF consists of federal funds and state match via general obligations bonds and general fund, which will be used to make direct loans to local governments to finance sewer system improvements to clean up water in the state.

## Municipal Facility Revolving Loan Statutory Dedications

Fund	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
Municipal Facilities Revolving Loan	\$ 30,195,389	\$ 45,000,000	\$ 45,000,000	\$ 45,000,000	\$ 45,000,000	\$ 0
Drinking Water Revolving Loan	8,915,947	0	0	0	0	0



## Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	Mid-Year Adjustments (BA-7s):
\$ 0	\$ 45,000,000	0	Existing Oper Budget as of 12/02/03
Statewide Major Financial Changes:			
Non-Statewide Major Financial Changes:			
\$ 0	\$ 45,000,000	0	Recommended FY 2004-2005
\$ 0	\$ 0	0	Less Governor's Supplementary Recommendations
\$ 0	\$ 45,000,000	0	Base Executive Budget FY 2004-2005
\$ 0	\$ 45,000,000	0	Grand Total Recommended

## Professional Services

Amount	Description
	This program does not have funding for Professional Services for Fiscal Year 2004-2005.

## Other Charges

Amount	Description
	<b>Other Charges:</b>
\$45,000,000	Municipal Facilities Revolving Loan to provide financial assistance for construction of waste water treatment facilities
<b>\$45,000,000</b>	<b>SUB-TOTAL OTHER CHARGES</b>
	This program does not have funding for Interagency Transfers for Fiscal Year 2004-2005
<b>\$0</b>	<b>SUB-TOTAL INTERAGENCY TRANSFERS</b>
<b>\$45,000,000</b>	<b>TOTAL OTHER CHARGES</b>

## Acquisitions and Major Repairs

Amount	Description
	This program does not have funding for Acquisitions and Major Repairs for Fiscal Year 2004-2005.



## Performance Information

### 1. (KEY) To review 100% of the loan applications and associated documents within 60 days of receipt.

Strategic Link: Objective 1: To provide financial assistance in support of municipal wastewater treatment through the processing of loan applications and making loans for construction of new or upgraded facilities during the period ending June 30, 2006.

Louisiana: Vision 2020 Link: Not Applicable

Children's Cabinet Link: Not Applicable

Other Link(s): Not Applicable

## Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2002-2003	Actual Yearend Performance FY 2002-2003	Performance Standard as Initially Appropriated FY 2003-2004	Existing Performance Standard FY 2003-2004	Performance At Continuation Budget Level FY 2004-2005	Performance At Executive Budget Level FY 2004-2005
K	Percentage of loan applications and associated documents processed within 60 days of receipt (LAPAS CODE - )	100%	100%	100%	100%	100%	100%



## 21-861 — Safe Drinking Water Revolving Loan Fund

### Agency Description

The Drinking Water Revolving Loan Fund (DWRLF) has only one program, Drinking Water Revolving Loan Fund. Therefore the mission and goals of the Drinking Water Revolving Loan Fund are the same as those listed in the program description that follows.

### Safe Drinking Water Revolving Loan Fund Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	0	0	0	0	0	0
Fees and Self-generated Revenues	0	0	0	0	0	0
Statutory Dedications	0	34,000,000	34,000,000	34,000,000	34,000,000	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 0</b>	<b>\$ 34,000,000</b>	<b>\$ 34,000,000</b>	<b>\$ 34,000,000</b>	<b>\$ 34,000,000</b>	<b>\$ 0</b>
<b>Expenditures &amp; Request:</b>						
Safe Drinking Water Revolving Loan Fund	\$ 0	\$ 34,000,000	\$ 34,000,000	\$ 34,000,000	\$ 34,000,000	\$ 0
<b>Total Expenditures &amp; Request</b>	<b>\$ 0</b>	<b>\$ 34,000,000</b>	<b>\$ 34,000,000</b>	<b>\$ 34,000,000</b>	<b>\$ 34,000,000</b>	<b>\$ 0</b>
<b>Authorized Full-Time Equivalents:</b>						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



## 861\_E000 — Safe Drinking Water Revolving Loan Fund

Program Authorization: Program Authorization: Chapter 32 of Title 40 of the Louisiana Revised Statutes of 1950, as amended (R.S. 40:2821-2826).

Statutory Dedications are from the Drinking Water Revolving Loan Fund (R.S. 40:2821), see table below for a listing of expenditures out of each statutory dedication fund.)

### Program Description

The Drinking Water Revolving Loan Fund (DWRLF) was created to assist public water systems in financing needed drinking water infrastructure improvements (e.g., treatment plant, distribution main replacement, storage facilities, new wells).

The goal of the DWRLF is to provide assistance in the form of low-interest loans and technical assistance to public water systems in Louisiana to assist them with complying with state and federal drinking water regulations ensuring that their customers are provided with safe drinking water thereby protecting the public health.

The recipients of the services provided by the DWRLF Program are the consumers of water from all publicly and privately owned community water systems and nonprofit, non-community publicly owned water systems in the state of Louisiana. The DWRLF program provides subsidized low-interest loans to these water systems for construction of eligible projects, as well as assistance through the capacity development programs and technical assistance. This affects all persons who are direct customers of these water systems which ultimately improves their quality of life.

### Safe Drinking Water Revolving Loan Fund Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
<b>Means of Financing:</b>						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State General Fund by:</b>						
Total Interagency Transfers	0	0	0	0	0	0
Fees and Self-generated Revenues	0	0	0	0	0	0
Statutory Dedications	0	34,000,000	34,000,000	34,000,000	34,000,000	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
<b>Total Means of Financing</b>	<b>\$ 0</b>	<b>\$ 34,000,000</b>	<b>\$ 34,000,000</b>	<b>\$ 34,000,000</b>	<b>\$ 34,000,000</b>	<b>\$ 0</b>
<b>Expenditures &amp; Request:</b>						
Personal Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Operating Expenses	0	0	0	0	0	0



## Safe Drinking Water Revolving Loan Fund Budget Summary

	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
Total Professional Services	0	0	0	0	0	0
Total Other Charges	0	34,000,000	34,000,000	34,000,000	34,000,000	0
Total Acq & Major Repairs	0	0	0	0	0	0
Total Unallotted	0	0	0	0	0	0
<b>Total Expenditures &amp; Request</b>	<b>\$ 0</b>	<b>\$ 34,000,000</b>	<b>\$ 34,000,000</b>	<b>\$ 34,000,000</b>	<b>\$ 34,000,000</b>	<b>\$ 0</b>
<b>Authorized Full-Time Equivalents:</b>						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
<b>Total FTEs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Source of Funding

This program is funded with Statutory Dedications from the Safe Drinking Water Revolving Loan Fund (R.S. 40:2821-2826). The DWRLF consists of federal funds and state match via general funds, which will be used to make direct loans to community water systems and non-profit non-community water systems, which are included in the state project list, to finance improvements to the water systems.

## Safe Drinking Water Revolving Loan Fund Statutory Dedications

Fund	Prior Year Actuals FY 2002-2003	Enacted FY 2003-2004	Existing FY 2003-2004	Continuation FY 2004-2005	Recommended FY 2004-2005	Total Recommended Over/Under EOB
Drinking Water Revolving Loan	0	34,000,000	34,000,000	34,000,000	34,000,000	0

## Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	Mid-Year Adjustments (BA-7s):
\$ 0	\$ 34,000,000	0	Existing Oper Budget as of 12/02/03
Statewide Major Financial Changes:			



## Major Changes from Existing Operating Budget (Continued)

General Fund	Total Amount	Table of Organization	Description
<b>Non-Statewide Major Financial Changes:</b>			
\$ 0	\$ 34,000,000	0	<b>Recommended FY 2004-2005</b>
\$ 0	\$ 0	0	<b>Less Governor's Supplementary Recommendations</b>
\$ 0	\$ 34,000,000	0	<b>Base Executive Budget FY 2004-2005</b>
\$ 0	\$ 34,000,000	0	<b>Grand Total Recommended</b>

## Professional Services

Amount	Description
	This program does not have funding for Professional Services for Fiscal Year 2004-2005.

## Other Charges

Amount	Description
	<b>Other Charges:</b>
\$34,000,000	Funding for Safe Drinking Water Revolving Loan Fund
<b>\$34,000,000</b>	<b>SUB-TOTAL OTHER CHARGES</b>
	<b>Interagency Transfers:</b>
	This program does not have funding for Interagency Transfers for Fiscal Year 2004-2005.
<b>\$0</b>	<b>SUB-TOTAL INTERAGENCY TRANSFERS</b>
<b>\$34,000,000</b>	<b>TOTAL OTHER CHARGES</b>

## Acquisitions and Major Repairs

Amount	Description
	This program does not have funding for Acquisitions for Fiscal Year 2004-2005.

## Performance Information

**1. (KEY) To review 100% of the loan applications and associated documents within 60 days of receipt.**

Strategic Link: Not Applicable



Louisiana: Vision 2020 Link: This objective is linked to Goal 3: To have a standard of living among the top ten states in America and safe, healthy communities where rich natural and cultural assets continue to make Louisiana a unique place to live, work, visit and do business and Goal 1, Objective 8: To improve the efficiency and accountability of governmental agencies.

Children's Budget Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other): Not Applicable

### Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2002-2003	Actual Yearend Performance FY 2002-2003	Performance Standard as Initially Appropriated FY 2003-2004	Existing Performance Standard FY 2003-2004	Performance At Continuation Budget Level FY 2004-2005	Performance At Executive Budget Level FY 2004-2005
K	Percentage of loan applications and associated documents processed within 60 days of receipt (LAPAS CODE - 17023)	Not Applicable	Not Applicable	Not Applicable	100.00%	100.00%	100.00%
1. This indicator did not appear in Act 13 of 2003, therefore there is no performance standard. 2. This indicator did not appear in Act 14 of 2004, therefore there is no performance standard. 3. This indicator is expected to remain the same as existing performance level in FY 2003-2004.							

